



Regional Housing Authority

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

June 1, 2017

TO: Chairperson Dan Miller
Vice-Chairperson Mike Leahy
Commissioner Brian Foss
Commissioner Manny Cardoza
Commissioner Jeramy Chapdelaine
Commissioner Diane Hodges
Commissioner Suzanne Gallaty
Commissioner Luis Uribe
Commissioner Ron Sullenger
Commissioner Toni Benson
Commissioner John Loudon
Commissioner Doug Lofton
Commissioner Martha Griese
Commissioner Kent Boes
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
SCEA
Terrel Locke, City of Yuba City
Darin Gale, City of Yuba City
The Union
Rob Choate, County of Nevada
Kara Gash, Sutter County Health Division

NOTICE OF REGULAR MEETING

June 7, 2017

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 7, 2017 at Richland Neighborhood Center, 420 Miles Avenue, Yuba City, CA 95991.**



Gustayo Becerra
Executive Director

s: No060717



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



AGENDA
REGULAR MEETING
OF THE BOARD OF COMMISSIONERS OF
REGIONAL HOUSING AUTHORITY
Richland Neighborhood Center, 420 Miles Avenue, Yuba City, CA 95991
June 7, 2017, 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.
- 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.

NONE

F. OLD BUSINESS: Discussion/Possible Action: NONE

G. NEW BUSINESS: Discussion/Possible Action:

- 1. Recommend Approval to Award Contract for Rehab at 590 Washington Avenue, Yuba City, CA pg. 1
Larry Tinker, Senior Development and Rehab Specialist
- 2. Resolution 17-1506 – Homes2Families Collection Loss Write-Off pg. 3
Gustavo Becerra, Executive Director
- 3. Resolution 17-1507- Housing Choice Voucher Collection Loss Write-Off pg. 5
Gustavo Becerra, Executive Director

4. Resolution 17-1508- Rural Development Collection Loss Write-Off pg. 7
Gustavo Becerra, Executive Director
5. Resolution 17-1509- Public Housing Collection Loss Write-Off pg. 9
Gustavo Becerra, Executive Director
6. Resolution 17-1510- Devonshire Collection Loss Write-off pg. 11
Gustavo Becerra, Executive Director
7. Resolution 17-1511 – Authorization to Dedicate Land and Project Based Vouchers for the Purpose of Developing Housing for Low Income Persons pg. 13
Beckie Flores, Planning and Community Development Manager
8. Resolution 17-1512 – Approval of OMS Budget pg. 19
Gail Allen, Chief Financial Officer

H. ADMINISTRATIVE REPORT:

9. 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. NEXT MEETING:

L. ADJOURNMENT

REGIONAL HOUSING AUTHORITY

STAFF REPORT

Date: June 7, 2017
To: Board of Commissioners
From: Gustavo Becerra, Executive Director

SUBJECT: Foundation and Drainage Repair Project – 590 Washington Avenue, Yuba City, CA 95991

RECOMMENDATION: Award contract to Buskirk Building Solutions, as General Contractor, for the foundation and drainage repair project to be performed at 590 Washington Avenue, Yuba City, CA 95991.

FISCAL IMPACT: \$41,697.00 in existing replacement reserves, plus an additional \$10,000.00 in contingency funds for temporary relocation and unforeseen repairs.

Background:

The Regional Housing Authority property manages a portfolio of sixteen (16) scattered single-family homes of affordable housing for the City of Yuba City. The Housing Authority is responsible for all aspects of management of said portfolio, including maintenance and capital improvements as needed.

This particular property, owned by the City of Yuba City, after inspections by Housing Authority staff, City Building Department staff, and a licensed Structural Engineer, it was determined that the raised foundation is in need of repair, in addition to the installation of a French drain (perimeter drain) to keep water away from the foundation as much as possible.

The Structural Engineer has prepared construction drawings that have already been approved by the City Building Department, and City staff has given the Housing Authority approval to proceed with the project.

The financing for the project will be funded by existing portfolio replacement reserves on hand.

The project scope of work will consist of installing new piers and footings under the flooring, correct the sagging in the floor to make it level, install new beams under the floor joists for proper support, and the installation of a French drain to alleviate the excessive moisture condition that currently exists.

Residents currently occupying the property will be temporary relocated to a local hotel, with lodging and per diem costs covered by the contingency funds. The length of the temporary relocation will be determined by coordination between the General Contractor and staff, during the pre-construction meeting to take place after the awarding of the contract, however, it is not anticipated to be over seven (7) days.

Staff's in-house cost estimate for the project scope of work totaled \$42,212.36.

Three General Contractors signed out bid documents and plans/specifications. The pre-bid project walk-through was conducted on April 24, 2017 with bids due to the Housing Authority on May 10, 2017. One General Contractor submitted the following bid:

Bids Submitted:

Buskirk Building Solutions (Roseville, CA)	\$41,697.00
--------------------------------------------	-------------

The above bid includes the payment of the appropriate State prevailing wage rates.

Recommendation:

Staff recommends that the Board of Commissioners of the Regional Housing Authority approve the bid from Buskirk Building Solutions in the amount of \$41,697.00, for the foundation and drainage repair project planned for the property located at 590 Washington Avenue in Yuba City, CA, and authorize the Executive Director to execute the construction contract and all required documents.

Prepared by:



Larry Tinker
Senior Development & Rehab Specialist

Submitted by:



Gustavo Becerra
Executive Director



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RESOLUTION 17-1506

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE REGIONAL HOUSING AUTHORITY AUTHORIZING HOMES2FAMILIES COLLECTION LOSS WRITE-OFF IN THE AMOUNT OF \$1,032.64

WHEREAS, the Regional Housing Authority operates affordable housing in conjunction with the City of Yuba City; and

WHEREAS, operations of affordable 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 May 31, 2017 and is made a part of this resolution;

BE IT THEREFORE RESOLVED that the Board of Commissioners of the Regional Housing Authority authorizes the Executive Director to write-off as collection losses the tenant receivables listed on Exhibit A totaling \$1,032.64.

This Resolution is to take effect immediately.

This Resolution is presented at the Regular Meeting of the Board of Commissioners, passed and adopted this 7th day of June, 2017 by the following vote:

AYES:

NAYS:

ABSTAINED:

ABSENT:

ATTEST: _____

Dan Miller, Chairperson

(SEAL)



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H2F Properties - Yuba City
 Collection Loss Write Off
 Period: May 2017

<u>Tenant</u>	<u>Address</u>	<u>Date</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>
		<u>Move In</u>	<u>Move Out</u>								
T0005457	529 Main St., Yuba City	06/26/14	01/17/17	\$ 945.00	\$ 962.64	\$ 50.00	\$ 20.00	\$ -	\$ -	\$ 1,032.64	No
					\$ 962.64	\$ 50.00	\$ 20.00	\$ -	\$ -	\$ 1,032.64	
										\$ 1,032.64	Total Write Off

Q 5/31/17

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.



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RESOLUTION 17-1507

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE REGIONAL HOUSING AUTHORITY AUTHORIZING HOUSING CHOICE VOUCHER FRAUD RECOVERY COLLECTION LOSS WRITE-OFF IN THE AMOUNT OF \$528.50

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 due to fraud; and

WHEREAS, Exhibit A provides a list of uncollectible accounts for the period ending May 31, 2017 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 \$528.50.

This Resolution is to take effect immediately.

This Resolution is presented at the Regular Meeting of the Board of Commissioners, passed and adopted this 7th day of June, 2017 by the following vote:

AYES:

NAYS:

ABSTAINED:

ABSENT:

ATTEST: _____

Dan Miller, Chairperson

(SEAL)



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HCV Fraud Recovery
Collection Loss Write Off
Period: May 2017

<u>Tenant</u>	<u>HAP</u>	<u>Fraud Recovery Amount Owed</u>	<u>Late</u>	<u>NSF</u>	<u>Legal</u>	<u>Total</u>	<u>Payback</u>
			<u>Fee's</u>	<u>Fee's</u>	<u>Fee's</u>	<u>Owed</u>	<u>Agreement</u>
T0006042		\$ 528.50	\$ -	\$ -	\$ -	\$ 528.50	Yes <i>P 5/31/17</i>
		\$ 528.50	\$ -	\$ -	\$ -	\$ 528.50	Total Write-Off

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



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RESOLUTION 17-1508

RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE REGIONAL HOUSING AUTHORITY AUTHORIZING RURAL DEVELOPMENT COLLECTION LOSS WRITE-OFF IN THE AMOUNT OF \$3,999.38

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

WHEREAS, Exhibit A provides a list of uncollectible accounts for the period ending May 31, 2017 and is made a part of this resolution;

BE IT THEREFORE RESOLVED that the Board of Commissioners of the Regional Housing Authority authorizes the Executive Director to write-off as collection losses the tenant receivables listed on Exhibit A totaling \$3,999.38.

This Resolution is to take effect immediately.

This Resolution is presented at the Regular Meeting of the Board of Commissioners, passed and adopted this 7th day of June, 2017 by the following vote:

AYES:

NAYS:

ABSTAINED:

ABSENT:

ATTEST:

Dan Miller, Chairperson

(SEAL)



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USDA
Collection Loss Write Off
Period: May 2017

Tenant	Property	Address	Date		Monthly Rent	Rent Owed	Late Fee's	Damages	Utilities	Legal Fee's	Total Owed	Payback Agreement
			Move In	Move Out								
T0007122	RD	420 Miles Ave., #60	12/01/15	03/23/17	\$ 566.00	\$ 885.75	\$ 9.00	\$ 862.00	\$ -	\$ 1,200.00	\$ 2,956.75	No
T0005143	RD	380 McKeenan Dr., Unit N	07/22/13	04/13/17	\$ 295.00	\$ 325.13	\$ 10.00	\$ 707.50	\$ -	\$ -	\$ 1,042.63	No
						\$ 1,210.88	\$ 19.00	\$ 1,569.50	\$ -	\$ 1,200.00	\$ 3,999.38	Total Write Off


 5/31/17

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

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

Deceased *

Exhibit A





Regional Housing Authority

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RESOLUTION 17-1509

RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE REGIONAL HOUSING AUTHORITY AUTHORIZING LOW INCOME HOUSING COLLECTION LOSS WRITE-OFF IN THE AMOUNT OF \$862.00

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 May 31, 2017 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 \$862.00.

This Resolution is to take effect immediately.

This Resolution is presented at the Regular Meeting of the Board of Commissioners, passed and adopted this 7th day of June, 2017 by the following vote:

AYES:

NAYS:

ABSTAINED:

ABSENT:

ATTEST: _____

Dan Miller, Chairperson

(SEAL)



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Public Housing
Collection Loss Write Off
Period: January / February 2017

<u>Tenant</u>	<u>Property</u>	<u>Address</u>	<u>Date</u>		<u>Monthly Rent</u>	<u>Rent Owed</u>	<u>Late Fee's</u>	<u>Damages</u>	<u>Solar</u>	<u>Legal Fee's</u>	<u>Total Owed</u>	<u>Payback Agreement</u>				
			<u>Move In</u>	<u>Move Out</u>												
T0008962	Joann-05	655 Joann Way #1, YC	11/09/16	01/17/17	\$ 200.00	\$ -	\$ -	\$ 115.50	-	\$ -	\$ 115.50	No				
T0005826	Date-04	2750 Date St. #4, LO	09/30/14	02/28/17	\$ 491.00	\$ -	\$ -	\$ 333.50	-	\$ -	\$ 333.50	No				
T0000594	Rich-02	476 Garden Hwy, #E, YC	04/18/02	03/14/17	\$ 234.00	\$ 228.00	\$ -	\$ 185.00	-	\$ -	\$ 413.00	No				
											\$ 228.00	\$ -	\$ -	\$ -	\$ 862.00	Total Write Off

P 53,117

Deceased *

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

Exhibit A



Regional Housing Authority

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RESOLUTION 17-1510

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE REGIONAL HOUSING AUTHORITY AUTHORIZING DEVONSHIRE COLLECTION LOSS WRITE-OFF IN THE AMOUNT OF \$590.57

WHEREAS, the Regional Housing Authority operates affordable housing projects such as Devonshire; and

WHEREAS, operations affordable 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 May 31, 2017 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 \$590.57.

This Resolution is to take effect immediately

This Resolution is presented at the Regular Meeting of the Board of Commissioners, passed and adopted this 7th day of June, 2017 by the following vote:

AYES:

NAYS:

ABSTAIN:

ABSENT:

ATTEST:

Dan Miller, Chairperson

(SEAL)



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Devonshire
Collection Loss Write Off
Period: March 2017

<u>Tenant</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 Fees</u>	<u>Damages</u>	<u>Utilities</u>	<u>Legal Fees</u>	<u>Total Owed</u>	<u>Payback Agreement</u>
T0006507	1433 Wescott Rd., #7	04/29/15	03/10/17		\$ 780.00	\$ -	\$ -	\$ 590.57	\$ -	\$ -	\$ 590.57	No
											\$ 590.57	Total Write Off

P 5/31/17

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

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RESOLUTION NO. 17-1511

A RESOLUTION OF THE REGIONAL HOUSING AUTHORITY AUTHORIZING THE DEDICATION OF LAND AND PROJECT BASED VOUCHERS FOR THE PURPOSE OF DEVELOPING HOUSING FOR LOW INCOME PERSONS, AUTHORIZING ITS EXECUTIVE DIRECTOR TO SIGN NECESSARY DOCUMENTS AND TAKE ANY OTHER NECESSARY ACTION IN CONNECTION THEREWITH

WHEREAS, the Regional Housing Authority (the "Authority") is authorized 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"), to acquire, rehabilitate and develop housing for low income persons; and

WHEREAS, the Authority is fee owner of Lot 1, APN: 53-443-008 & 53-470-053 located at the Richland Housing Complex at 448 Garden Highway, Yuba City, CA 95991 (the "Property"), and more particularly described in Exhibit A attached hereto and incorporated herein by this reference; and

WHEREAS, the Authority desires to dedicate the Property for the development of housing for low income persons; and

WHEREAS, the Authority desires to commit Project Based Vouchers for the development of housing for low income persons at the Property; 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 actions 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, as follows:

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

Section 2. The Chairperson, the Vice Chairperson, the Executive Director and the Planning & Community Development Manager (the "Designated Officers") of the Authority are, and each of them



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acting alone is, hereby authorized, for and in the name of and on behalf of the Authority, to execute and deliver the necessary documents as may be required in conjunction with the purpose of this Resolution.

Section 3. All actions heretofore taken by the officers and agents of the Authority with respect to the actions contemplated by this Resolution and the Property are hereby approved, confirmed and ratified, and a Designated Officer 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 dedication of land and Project Based Vouchers, 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 this 7th day of June, 2017.

AYES:

NAYS:

ABSENT:

ABSTAIN:

Dan Miller, Chairperson

EXHIBIT "A"

LOT 1 LEGAL DESCRIPTION

All that certain real property situate in the City of Yuba City, County of Sutter, State of California described as follows:

Being a portion of Lots 2 and 3 as shown on that certain map filed for record on December 13, 1923 entitled "Plat of the Subdivision of the Briggs Orchard" in Book 5 of Surveys, at Page 8, Sutter County Official Records and being more particularly described as follows:

COMMENCING at the northwest corner of said Lot 3 as shown on that certain map entitled "Plat of Survey of Streets in Richland Housing Project Cal 48-2" filed for record on May 15, 1964 in Book 6 of Surveys, at Page 46, Sutter County Official Records;

Thence, along the northerly line of said Lot 3, North 72°19'53" East 26.87 feet to the southeasterly right-of-way line of Garden Highway as shown on said Book 6 of Surveys, at Page 46;

Thence, leaving said northerly line and along the right-of-way line of Garden Highway, North 50°28'55" East, 106.10 feet to the southwesterly boundary of that certain property described in that certain deed from the Housing Authority of the County of Sutter to D G Riley and Bethel L. Riley filed for record under Instrument Number 199607977, Sutter County Official Records, said point being the **TRUE POINT OF BEGINNING** of the herein described property;

Thence, leaving said right-of-way line, along the northeasterly boundary line of said deed, South 39°39'13" East, 88.44 feet to the most southerly corner of that certain property described in that certain deed from the Housing Authority of the County of Sutter to D.G. Riley and Bethel L. Riley filed for record in Instrument Number 199607977, Sutter County Official Records;

Thence South 33°57'43" West, 164.81 feet;

Thence South 38°36'19" East, 15.33 feet;

Thence South 27°24'11" West, 18.91 feet;

Thence South 62°35'49" East, 20.00 feet;

Thence South 27°24'11" West, 13.92 feet to the northerly right-of-way line of Miles Avenue as shown on said Book 6 of Surveys, at Page 46;

Thence, along said northerly right-of-way line, North 73°22'30" West, 91.36 feet to the beginning of a 44.11 foot radius curve, concave to the northeast, as shown on said Map;

Thence, along said northerly right-of-way line, Northwesterly, 26.08 feet along said curve, through a central angle of 33°52'50" as shown on said Map;

Thence, along said northerly right-of-way line, North 39°29'40" West, 61.44 feet to the beginning of a 20.00 radius curve, concave easterly as shown on said Map;

Thence, along said right-of-way line, Northerly, 31.41 feet along said curve, through a central angle of 89°58'35" to the southeasterly right-of-way line of Garden Highway as shown on said Map;

Thence, along the southeasterly right-of-way line of Garden Highway, North 50°28'55" East, 218.75 feet to the point of beginning.

Containing 0.67 acres (29,344 square feet) more or less.

The basis of bearings for the above described property is the line between found monuments located on the boundary line of the "Remainder" property labeled as South 17°20'34" East, 475.62 feet as shown on that certain map entitled "Parcel Map No. 871 Airport Business Park" filed for record on April 15, 1992 in Book 5 of Parcel Maps, at Page 81, Sutter County Official Records.

Mark R. Herrick

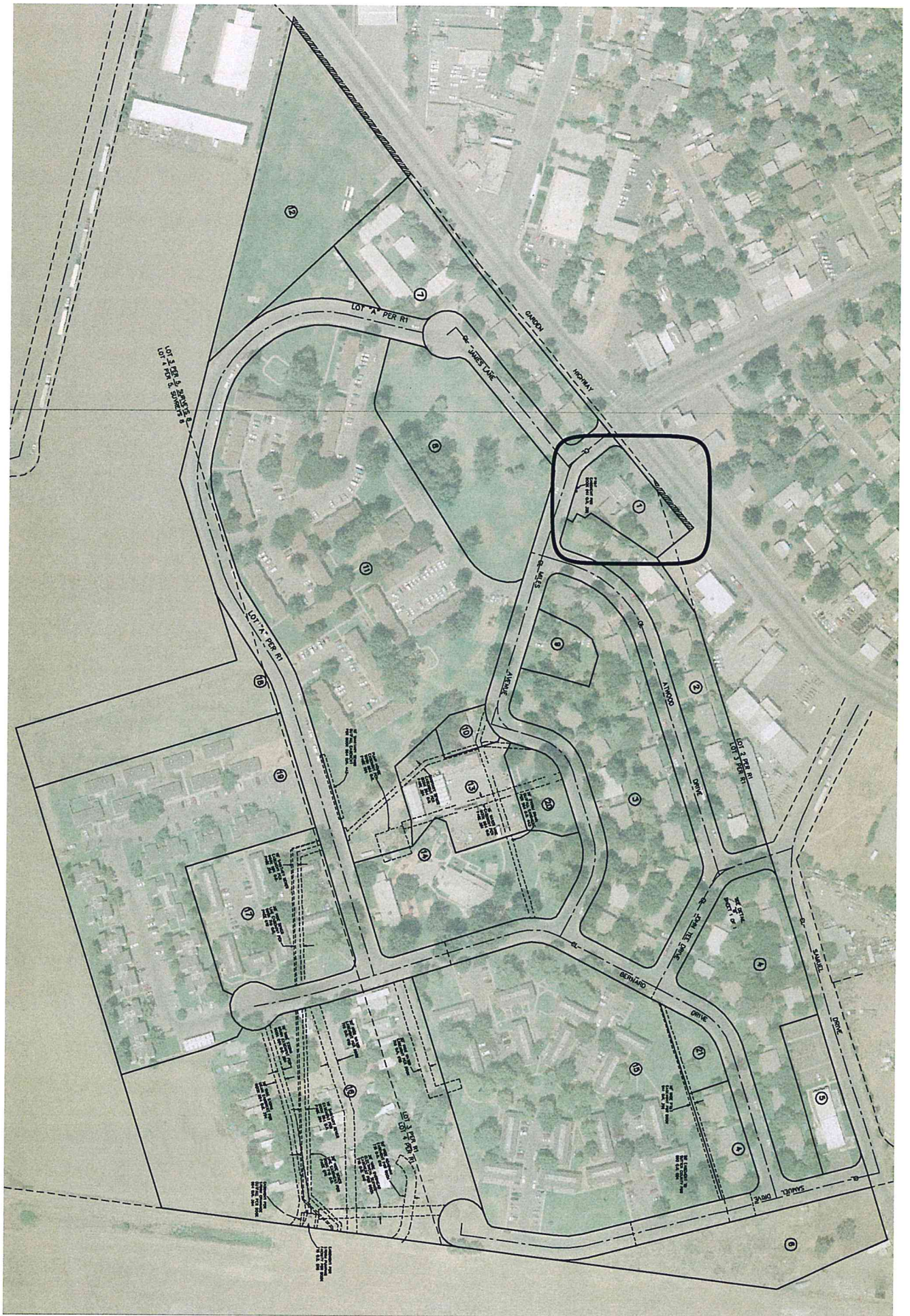
NorthStar Engineering

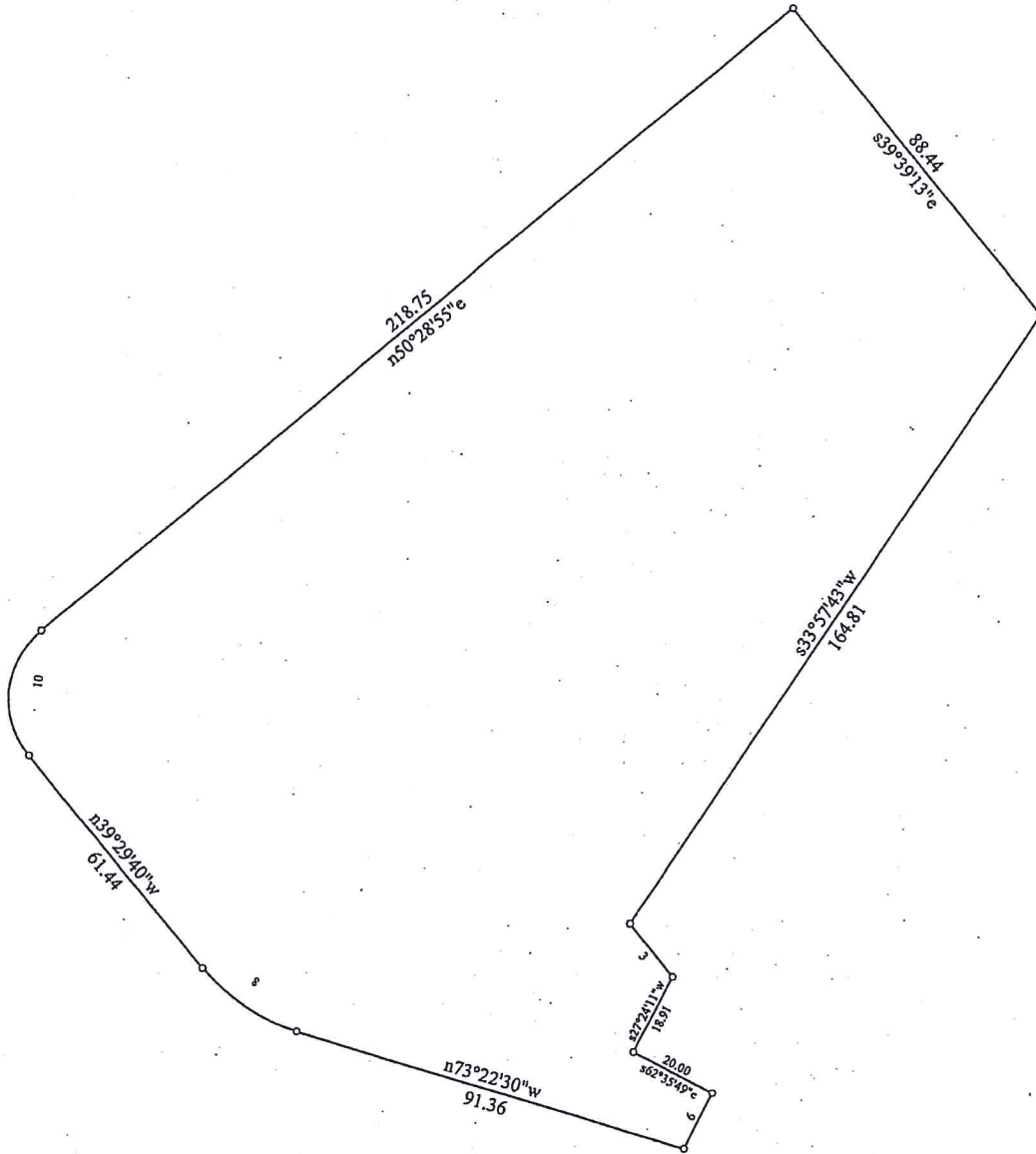
Mark R. Herrick PLS 8323



10-3-2011

Date





Title: LOT 1		Date: 06-07-2011
Scale: 1 inch = 40 feet	File:	
Tract 1: 0.674 Acres: 29344 Sq Feet: Closure = n04.3344e 0.01 Feet: Precision = 1/72715: Perimeter = 750 Feet		
001=s39.3913e 88.44	005=s62.3549e 20.00	009=n39.2940w 61.44
002=s33.5743w 164.81	006=s27.2411w 13.92	010: Rt, R=20, Delta=89.5835
003=s38.3619e 15.33	007=n73.2230w 91.36	011=n50.2855e 218.75
004=s27.2411w 18.91	008: Rt, R=44.11, Delta=33.5250	



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RESOLUTION 17-1512

**RESOLUTION APPROVING THE 2018-2019 FISCAL YEAR OPERATION AND MAINTENANCE CONTRACT BETWEEN THE STATE OF CALIFORNIA DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT AND THE REGIONAL HOUSING AUTHORITY
CONTRACT 17-OMS-11352**

WHEREAS, the California Department of Housing and Community Development has provided a 2-year Operation and Maintenance Contract of \$365,421 for fiscal year ending 2018 and \$360,361 for fiscal year ending 2019 for the Yuba City Migrant Center

WHEREAS, the Regional Housing Authority, acting through its desires to approve this Operation and Maintenance Contract for the fiscal years ending 2018-2019 operations of the Yuba City Migrant Center.

NOW, THEREFORE, BE IT RESOLVED, the Board of Commissioners of the Regional Housing Authority hereby approve the Operation and Maintenance Contract 17-OMS-11352 in the amount of \$365,421 (FYE 2018) and \$360,361 (FYE 2019) for a total contract not to exceed \$725,782 and authorizes Executive Director Gustavo Becerra or his designee to execute said contract and any amendments to said contract on behalf of the Regional Housing Authority.

PASSED AND ADOPTED this 7th day of June, 2017, by the following vote:

AYES:
NAYS:
ABSTAINED:
ABSENT:

Attest: _____

Dan Miller, Chairperson

(SEAL)



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



STATE OF CALIFORNIA
DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT
OFFICE OF MIGRANT SERVICES

OPERATIONS BUDGET REQUEST

Submit to OMS by May, 2013

For Fiscal Year: **2017-2018**

YUBA CITY

To: Housing and Community Development
Office of Migrant Services
P.O. Box 952054
Sacramento, CA 94252-2054

From: Regional Housing Authority of Sutter & Nevada Counties
448 Garden Highway
Yuba City, CA 95991

COST CATEGORY	OMS FUNDS REQUESTED BUDGET	CONTRACTOR FUNDS BUDGET ITEMS	PREVIOUS YEAR BUDGET	CARE RESERVES	FINAL NEGOTIATED BUDGET
CENTER PERSONNEL - 100					
101 Permanent Salaries/Wages	\$ 85,816.00		\$ 79,950.00		\$ 79,950.00
102 Temporary Salaries/Wages	\$ -		\$ -		\$ -
103 Personnel Benefits	\$ 43,766.00		\$ 40,776.00		\$ 43,766.00
SUBTOTAL	\$ 129,582.00		\$ 120,726.00		\$ 123,716.00
OPERATING EXPENSES - 200					
201 Center Office Supplies	\$ 700.00		\$ 825.00		\$ 700.00
202 Household Supplies	\$ -		\$ 100.00		\$ -
203 Communications	\$ 2,511.00		\$ 2,500.00		\$ 2,500.00
204 Travel	\$ -		\$ 200.00		\$ -
205 Auto Repair/Maintenance	\$ 500.00		\$ 600.00		\$ 600.00
206 Gas/Oil	\$ 426.00		\$ 500.00		\$ 500.00
207 Minor Equipment Repair/Maintenance	\$ -		\$ -		\$ -
208 Purchases Under \$150	\$ -		\$ -		\$ -
209 Major Equipment Repair/Maintenance	\$ 23,905.00		\$ 10,000.00		\$ 15,000.00
211 Equipment Rental	\$ 850.00		\$ 175.00		\$ 200.00
212 Electricity and Gas	\$ 36,030.00		\$ 35,000.00		\$ 55,000.00
213 Garbage, Trash	\$ 9,033.00		\$ 10,000.00		\$ 11,000.00
214 Sewer, Water	\$ 41,222.00		\$ 40,000.00		\$ 46,000.00
215 Other Costs	\$ 8,041.00		\$ 10,000.00		\$ 12,100.00
216 Operating Reserves					
217 Property & Liability Insurance	\$ 7,790.00		\$ -		\$ 7,790.00
218 Other Insurance	\$ -		\$ -		\$ -
219 Advertising	\$ 395.00		\$ -		\$ 395.00
SUBTOTAL	\$ 131,403.00		\$ 109,900.00	\$ -	\$ 151,785.00
MAINTENANCE EXPENSES - 300					
301 Electrical/Plumbing/Paint/Solar Supplies	\$ 43,642.00		\$ 12,000.00		\$ 14,000.00
302 Lumber and Materials	\$ 150.00		\$ 75.00		\$ 1,000.00
303 Grounds Maintenance	\$ 68,956.00		\$ 12,500.00		\$ 29,000.00
304 Minor Rehabilitation/Repairs	\$ 677,900.00		\$ 2,500.00		\$ 10,200.00
SUBTOTAL	\$ 790,648.00		\$ 27,075.00		\$ 54,200.00
CONTRACTOR ADMINISTRATION - 400					
401 Administrative Support Services	\$ 49,264.00		\$ 26,443.00		\$ 33,220.00
402 Travel	\$ -		\$ -		\$ -
403 Audit	\$ 2,500.00		\$ 6,726.00		\$ 2,500.00
SUBTOTAL	\$ 51,764.00		\$ 33,169.00		\$ 35,720.00
OTHER - 500					
501 Replacement Reserve	\$ -		\$ -		\$ -
502 Debt Service	\$ -		\$ -		\$ -
SUBTOTAL	\$ -		\$ -		\$ -
TOTAL	\$ 1,103,397.00		\$ 290,870.00	\$ -	\$ 365,421.00

Submitted by: _____
Name

_____ Title
_____ Date

STATE OF CALIFORNIA
DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT
OFFICE OF MIGRANT SERVICES

OPERATIONS BUDGET REQUEST

Submit to OMS by May, 2013

For Fiscal Year:

2018-2019

YUBA CITY

To: Housing and Community Development
Office of Migrant Services
P.O. Box 952054
Sacramento, CA 94252-2054

From:

Regional Housing Authority of Sutter & Nevada Counties
448 Garden Highway
Yuba City, CA 95991

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103 Personnel Benefits	\$ 43,766.00		\$ 40,776.00		\$ 43,766.00
SUBTOTAL	\$ 129,582.00		\$ 120,726.00		\$ 123,716.00
OPERATING EXPENSES - 200					
201 Center Office Supplies	\$ 700.00		\$ 825.00		\$ 700.00
202 Household Supplies	\$ -		\$ 100.00		\$ -
203 Communications	\$ 2,511.00		\$ 2,500.00		\$ 2,500.00
204 Travel	\$ -		\$ 200.00		\$ -
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206 Gas/Oil	\$ 426.00		\$ 500.00		\$ 500.00
207 Minor Equipment Repair/Maintenance	\$ -		\$ -		\$ -
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211 Equipment Rental	\$ 850.00		\$ 175.00		\$ 200.00
212 Electricity and Gas	\$ 36,030.00		\$ 35,000.00		\$ 56,100.00
213 Garbage, Trash	\$ 9,033.00		\$ 10,000.00		\$ 11,250.00
214 Sewer, Water	\$ 41,222.00		\$ 40,000.00		\$ 46,950.00
215 Other Costs	\$ 8,041.00		\$ 10,000.00		\$ 12,100.00
216 Operating Reserves					
217 Property & Liability Insurance	\$ 7,790.00		\$ -		\$ 7,790.00
218 Other Insurance	\$ -		\$ -		\$ -
219 Advertising	\$ 395.00		\$ -		\$ 395.00
SUBTOTAL	\$ 131,403.00		\$ 109,900.00	\$ -	\$ 154,085.00
MANTENANCE EXPENSES - 300					
301 Electrical/Plumbing/Paint/Solar Supplies	\$ 43,642.00		\$ 12,000.00		\$ 14,000.00
302 Lumber and Materials	\$ 150.00		\$ 75.00		\$ 1,000.00
303 Grounds Maintenance	\$ 68,956.00		\$ 12,500.00		\$ 29,000.00
304 Minor Rehabilitation/Repairs	\$ 677,900.00		\$ 2,500.00		\$ 3,300.00
SUBTOTAL	\$ 790,648.00		\$ 27,075.00		\$ 47,300.00
CONTRACTOR ADMINISTRATION - 400					
401 Administrative Support Services	\$ 49,264.00		\$ 26,443.00		\$ 32,760.00
402 Travel	\$ -		\$ -		\$ -
403 Audit	\$ 2,500.00		\$ 6,726.00		\$ 2,500.00
SUBTOTAL	\$ 51,764.00		\$ 33,169.00		\$ 35,260.00
OTHER - 500					
501 Replacement Reserve	\$ -		\$ -		
502 Debt Service	\$ -		\$ -		
SUBTOTAL			\$ -		
TOTAL	\$ 1,103,397.00		\$ 290,870.00	\$ -	\$ 360,361.00

Submitted by:

_____ Name

_____ Title

_____ Date

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