



## 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.regionalha.org](http://www.regionalha.org)

November 29, 2017

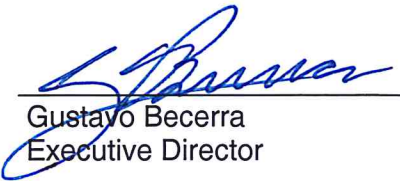
TO: Chairperson Dan Miller  
Vice-Chairperson Mike Leahy  
Commissioner Brian Foss  
Commissioner Manny Cardoza  
Commissioner Jeramy Chapdelaine  
Commissioner Diane Hodges  
Commissioner Suzanne Gallaty  
Commissioner Luis Uribe  
Commissioner Ron Sullenger  
Commissioner Toni Benson  
Commissioner John Loudon  
Commissioner Doug Lofton  
Commissioner 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

December 6, 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, December 6, 2017 at Richland Neighborhood Center, 420 Miles Avenue, Yuba City, CA 95991.**

  
Gustavo Becerra  
Executive Director

s: No120617



*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**  
**December 6, 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. Persons who wish to address the Board during public comment or with respect to an item that is on the agenda, will be limited to three (3) minutes.
- D. AWARDS AND PRESENTATIONS:
1. Certificate of Appreciation to the Maharlika Lions Club of Sacramento pg. 1
- 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 – November 1, 2017 pg. 2
  3. Resolution 17-1541, Public Housing Collection Loss Write-Off pg. 6
  4. Resolution 17-1542, Rural Development Collection Loss Write-Off pg. 8
  5. Resolution 17-1543, Neighborhood Stabilization Program (NSP) Collection Loss Write-Off pg. 10
  6. Resolution 17-1544, Approval of Annual PHA Plan pg. 12
  7. Resolution 17-1545 – Civil Rights Certification pg. 14
- F. OLD BUSINESS: Discussion/Possible Action: NONE

G. NEW BUSINESS: Discussion/Possible Action:

8. Recommend Approval of Siding Replacement Project at River City Manor pg. 15  
Larry Tinker, Senior Development and Rehabilitation Specialist
9. Resolution 17-1546, Support and authorization of \$500,000 application to the Truckee Tahoe Airport District for the construction of the Truckee Artist Lofts affordable housing development in Truckee, CA pg. 17  
Gustavo Becerra, Executive Director
10. Recommend Reappointment of Tenant Commissioner pg. 43  
Gustavo Becerra, Executive Director
11. Discussion of Board Composition  
Gustavo Becerra, Executive Director
12. Ratification of Appointed Grievance Committee  
Gustavo Becerra, Executive Director

H. ADMINISTRATIVE REPORT:

13. Housing Owned Properties Occupancy/Eligibility Update pg. 44  
Alisha Parker, Occupancy Manager
14. Maintenance Update pg. 46  
Tom Goodwin, Operations Manager
15. 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: December 20, 2017

L. ADJOURNMENT

# Certificate of Appreciation

The Regional Housing Authority would like to present this  
certificate to the

**Maharlika Lions Club  
of Sacramento**

for your generous contributions to the residents of the Yuba City  
Migrant Farmworker Center.

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Dan Miller, Chairperson

December 6, 2017

REGIONAL HOUSING AUTHORITY  
Minutes  
Regular Board Meeting  
November 1, 2017

ITEM NO. A - CALL TO ORDER:

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

ITEM NO. A - ROLL CALL:

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

ITEM NO. B. – PLEDGE OF ALLEGIANCE:

Commissioner Benson led the pledge of allegiance.

ITEM NO. C. – PUBLIC PARTICIPATION: NONE

ITEM NO. D. – AWARDS AND PRESENTATIONS: NONE

ITEM NO. E.1. through E.4. - CONSENT CALENDAR:

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

Vote: Ayes: Chairperson Dan Miller, Vice-Chairperson Mike Leahy,  
Commissioners Ron Sullenger, John Loudon, Jeramy  
Chapdelaine, Manny Cardoza, Suzanne Gallaty, Doug Lofton,  
Kent Boes, Brian Foss, Toni Benson and Luis Uribe  
Nays: None  
Abstain: None  
Absent: Commissioner Diane Hodges

ITEM NO. F. – OLD BUSINESS: NONE

ITEM NO. G. 5. – RESOLUTION 17-1539, AUTHORIZATION TO ADOPT HCD-OMS CONTRACT 17-OMS-11776 FOR YUBA CITY MIGRANT CENTER STAIRWAY CONTRACT:

Mr. Becerra stated staff has been working with the State for approximately two years in regards to the balconies at the 79 unit seasonal Yuba City Migrant Center. He explained Gail Allen, Chief Financial Officer, puts in the annual budget money for the replacement of balconies and it

continues to be denied. Staff hired a Structural Engineer it was verified in their report that there is a need to replace those balconies. He stated the State sent out a Code Enforcement Officer who concurred the balconies need to be replaced as soon as possible.

Mr. Becerra mentioned four units were taken offline for this year's migrant season due to extensive repairs to those balconies and the safety of our residents. He said staff explained the reason for the closure of those units to the State and they have now agreed to the repairs to the balconies.

Mr. Becerra stated he is not sure if the amount of money in the Resolution will cover the cost for the repairs. Senior Development and Rehabilitation Specialist Larry Tinker explained if there is not enough money in the budget, the balconies have been prioritized by the extend of repairs needed.

Commissioner Lofton made a motion to approve Resolution 17-1539, Authorization to Adopt HCD-OMS Contract 17-OMS-11776 for Yuba City Migrant Center Stairway Contract.

Commissioner Cardoza made the second. The following roll call vote was taken:

Vote: Ayes: Chairperson Dan Miller, Vice-Chairperson Mike Leahy,  
Commissioners Ron Sullenger, John Loudon, Jeramy  
Chapdelaine, Manny Cardoza, Suzanne Gallaty, Doug Lofton,  
Kent Boes, Brian Foss, Toni Benson and Luis Uribe

Nays: None

Abstain: None

Absent: Commissioner Diane Hodges

ITEM NO. G. 6. – RESOLUTION 17-1540, APPROVAL OF HOUSING CHOICE VOUCHER PAYMENT STANDARDS:

Occupancy Manager Alisha Parker stated HUD comes out with the Fair Market Rents once a year and allows Housing Authorities to establish payment standards for their jurisdictions. She shared the Fair Market Rents for Nevada County was reduced by a significant amount so staff is recommending the payment standards be placed at 100% for Nevada County.

Vice-Chairperson Leahy made a motion to approve Resolution 17-1540, Approval of Housing Choice Voucher Payment Standards. Commissioner Foss made the second. The following roll call vote was taken:

Vote: Ayes: Chairperson Dan Miller, Vice-Chairperson Mike Leahy,  
Commissioners Ron Sullenger, John Loudon, Jeramy  
Chapdelaine, Manny Cardoza, Suzanne Gallaty, Doug Lofton,  
Kent Boes, Brian Foss, Toni Benson and Luis Uribe

Nays: None

Abstain: None

Absent: Commissioner Diane Hodges

ITEM NO. H.7. – HOUSING CHOICE VOUCHER UPDATE:

Mrs. Parker mentioned Section 8 is currently on hold until the first of the year for issuing new vouchers. She shared the VASH program is five away from being fully leased.

ITEM NO. H.8. – PLANNING AND COMMUNITY DEVELOPMENT UPDATE:

Planning and Community Development Manager Beckie Flores stated staff is working on Owner Occupied Rehabilitations. She shared there has been one First-Time Homebuyer project approved. Mrs. Flores mentioned the rehabilitation on the Rural Development has started. She explained staff continues to work on the New Haven Court Project on Garden Highway and is waiting for the No Place Like Home NOFA to be released so the co-development partner can apply for tax credits.

Mrs. Flores said the co-development partner for the Truckee Artist Lofts were only able to get 4% tax credits so they needed to restructure the financing for the project. She mentioned staff is working with Pacific West Communities on a senior housing project in Penn Valley.

ITEM NO. H.9. – FINANCE UPDATE:

Chief Financial Officer Gail Allen went over the report provided in the board packet. She mentioned the Housing Choice Voucher program is in shortfall meaning HUD will be providing funding to cover the Housing Assistance Payments that are over the budget.

Ms. Allen explained staff is currently working on next year's budgets.

ITEM NO. H.11. – ADMINISTRATIVE UPDATE:

Mr. Becerra said that none of the properties that are owned or managed by the Housing Authority nor any participants in any programs were affected by the wildfires. He mentioned the City of Colusa will be sponsoring a CDBG application for additional rehabilitation of the Devonshire Apartments. Mr. Becerra shared the Maharlika Lions Club of Sacramento picked our Migrant Farmworker project to come out and provide flu shots for anyone interested and backpacks and winter jackets for the children. He stated they would like to come back next year to continue to provide services to the residents at the Migrant Center.

ITEM NO. I. HOUSING COMMISSIONERS' COMMENTS:

Commissioner Cardoza stated the Sister City from Japan came out for a visit with lots of events taking place to welcome them. He also mentioned the Sikh Parade will take place this weekend. Commissioner Cardoza also mentioned the opening ceremonies for the Fifth Street Bridge should be taking place by the end of the month.

Commissioner Sullenger shared Sutter County is still looking for solutions to the homeless issues.

Commissioner Benson stated the City of Colusa will be holding two public hearings one regarding the close out of the 2013 CDBG grant and the other regarding upcoming applications for CDBG.

Commissioner Loudon mentioned the hospital did get their final inspection approval so it has not opened yet.

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

ITEM NO. K – NEXT MEETING: November 15, 2017

ITEM NO. L - ADJOURNMENT: The meeting was adjourned at 12:48 PM.





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### RESOLUTION 17-1541

#### RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE REGIONAL HOUSING AUTHORITY AUTHORIZING LOW INCOME HOUSING COLLECTION LOSS WRITE-OFF IN THE AMOUNT OF \$870.33

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 November 30, 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 \$870.33.

This Resolution is to take effect immediately.

This Resolution is presented at the Regular Meeting of the Board of Commissioners, passed and adopted this 6<sup>th</sup> day of December, 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: November 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>								
T0004189	Joann-05	655 Joann Way, #06, YC	12/22/15	10/02/17	\$ 213.00	\$ -	\$ -	\$ 23.76	\$ -	\$ -	\$ 23.76	No
T0006580	Rich-02	358 John Tee Dr., YC	05/27/15	08/02/17	\$ 258.00	\$ -	\$ -	\$ 641.75	\$ 138.32	\$ -	\$ 780.07	No
T0005198*	Date-04	2750 Date St, #18, L.O.	10/15/13	10/16/17	\$ 244.00	\$ -	\$ -	\$ 66.50	\$ -	\$ -	\$ 66.50	No
					\$ -	\$ -	\$ -	\$ 732.01	\$ 138.32	\$ -	\$ 870.33	Total Write Off

P 11/27/17

Deceased \*

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

Exhibit A

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## Regional Housing Authority

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### RESOLUTION 17-1542

#### RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE REGIONAL HOUSING AUTHORITY AUTHORIZING RURAL DEVELOPMENT COLLECTION LOSS WRITE-OFF IN THE AMOUNT OF \$443.29

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 November 30, 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 \$443.29.

This Resolution is to take effect immediately.

This Resolution is presented at the Regular Meeting of the Board of Commissioners, passed and adopted this 6<sup>th</sup> day of December, 2017 by the following vote:

AYES:

NAYS:

ABSTAINED:

ABSENT:

ATTEST:

\_\_\_\_\_  
Dan Miller, Chairperson

(SEAL)



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**USDA**  
**Collection Loss Write Off**  
**Period: November 2017**

<u>Tenant</u>	<u>Property</u>	<u>Address</u>	<u>Date</u>	<u>Move In</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>
T0005319	Butte View	9400 Larkin Rd, #1A, L.O.	04/02/14	08/23/17	\$ 735.00	\$ 176.00	\$ 10.00	\$ 257.29	\$ -	\$ -	\$ -	\$ 443.29	No
					\$ 176.00	\$ 10.00	\$ 257.29	\$ -	\$ -	\$ -	\$ -	\$ 443.29	
												\$ 443.29	Total Write Off

11/27/17

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

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

Deceased \*

Exhibit A

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## Regional Housing Authority

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### RESOLUTION 17-1543

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES AUTHORIZING NEIGHBORHOOD STABILIZATION PROGRAM (NSP) COLLECTION LOSS WRITE-OFF IN THE AMOUNT OF \$3,777.07

WHEREAS, the Regional Housing Authority of Sutter and Nevada Counties operates affordable housing in multiple jurisdictions; and

WHEREAS, operations of affordable 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 November 30, 2017 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 \$3,777.07.

This Resolution is to take effect immediately.

This Resolution is presented at the Regular Meeting of the Board of Commissioners, passed and adopted this 6<sup>th</sup> day of December, 2017 by the following vote:

AYES: .  
NAYS:  
ABSTAINED:  
ABSENT:

ATTEST: \_\_\_\_\_

Dan Miller, Chairperson

(SEAL)



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**NSP Properties - Yuba City  
Collection Loss Write Off  
Period: November 2017**

Name	Address	Date		Monthly Rent	Rent Owed	Late Fee's	Damages	Utilities	Legal Fee's	Total Owed	Payback Agreement
		Move In	Move Out								
T0005540	1992 Bridge Street	03/12/15	10/12/17	\$ 806.00	\$ 1,424.00	\$ 25.00	\$ 1,328.07	\$ -	\$ 1,000.00	\$ 3,777.07	No
				\$ 1,424.00	\$ 25.00	\$ 1,328.07	\$ -	\$ 1,000.00		<b>\$ 3,777.07</b>	<b>Total Write Off</b>

11/27/17

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.



**Certifications of Compliance with  
PHA Plans and Related Regulations  
(Standard, Troubled, HCV-Only, and  
High Performer PHAs)**

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
OMB No. 2577-0226  
Expires 02/29/2016

**PHA Certifications of Compliance with the PHA Plan and Related Regulations including  
Required Civil Rights Certifications**

**Resolution 17-1544**

*Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the \_\_\_ 5-Year and/or X Annual PHA Plan for the PHA fiscal year beginning 2018, hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:*

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan.
3. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Resident Advisory Board or Boards in developing the Plan, including any changes or revisions to the policies and programs identified in the Plan before they were implemented, and considered the recommendations of the RAB (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
4. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
5. The PHA certifies that it will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
6. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identifying any impediments to fair housing choice within those programs, addressing those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and by maintaining records reflecting these analyses and actions.
7. For PHA Plans that includes a policy for site based waiting lists:
  - The PHA regularly submits required data to HUD's 50058 PIC/IMS Module in an accurate, complete and timely manner (as specified in PIH Notice 2010-25);
  - The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
  - Adoption of a site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
  - The PHA shall take reasonable measures to assure that such a waiting list is consistent with affirmatively furthering fair housing;
  - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR part 903.7(c)(1).
8. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
9. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
10. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
11. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.

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12. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
13. The PHA will provide the responsible entity or HUD any documentation that the responsible entity or HUD needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58 or Part 50, respectively.
14. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under Section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
15. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
16. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act, the Residential Lead-Based Paint Hazard Reduction Act of 1992, and 24 CFR Part 35.
17. The PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments), 2 CFR Part 225, and 24 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments).
18. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.
19. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA.
22. The PHA certifies that it is in compliance with applicable Federal statutory and regulatory requirements, including the Declaration of Trust(s).

Regional Housing Authority  
PHA Name

CA048  
PHA Number/HA Code

Annual PHA Plan for Fiscal Year 2018

5-Year PHA Plan for Fiscal Years 20\_\_ - 20\_\_

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802).

Name of Authorized Official	Title
Dan Miller	Chairperson
Signature	Date
	December 6, 2017



**Civil Rights Certification**  
*(Qualified PHAs)*

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
OMB Approval No. 2577-0226  
Expires 02/29/2016

**Civil Rights Certification**

**Annual Certification and Board Resolution**

**Resolution 17-1545**

*Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official, I approve the submission of the 5-Year PHA Plan for the PHA of which this document is a part, and make the following certification and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the public housing program of the agency and implementation thereof:*

The PHA certifies that it will carry out the public housing program of the agency in conformity with title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990, and will affirmatively further fair housing by examining their programs or proposed programs, identifying any impediments to fair housing choice within those program, addressing those impediments in a reasonable fashion in view of the resources available and working with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and by maintaining records reflecting these analyses and actions.

Regional Housing Authority  
PHA Name

CA048  
PHA Number/HA Code

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official	Title
Dan Miller	Chairperson
Signature	Date December 6, 2017

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# REGIONAL HOUSING AUTHORITY

## STAFF REPORT

**Date:** December 6, 2017  
**To:** Board of Commissioners  
**From:** Gustavo Becerra, Executive Director

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**SUBJECT:** Rehabilitation of River City Manor Community Center, Yuba City

**RECOMMENDATION:** Award contract to CNW Construction Inc. for the exterior rehabilitation project to be performed at the River City Manor Community Center, located at 655 Joann Way, Yuba City

**FISCAL IMPACT:** \$31,870.00 in HUD Public Housing Capital Fund Program reserves

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### Background

The Regional Housing Authority owns a 24-unit housing development for elderly and/or disabled residents, located at 655 Joann Way, Yuba City. The development was constructed in the early 1980's, and includes a community center for resident use. The exterior of the community center has the original vinyl siding that has become brittle and damaged due to age, and sun exposure. In previous inspections conducted by the U.S. Department of Housing and Urban Development (HUD), the inspector has noted the need for replacement of the siding.

The project scope of work will consist of the replacement of all exterior siding, new windows, and exterior paint for the community center building.

Staff's in-house cost estimate for the project scope of work totaled \$37,712.87.

Entering into contract with these funds will obligate 100% of our Competitive CFP ARRA funds two months ahead of schedule.

Eight General Contractors and sub-contractors signed out bid documents and plans/specifications. The pre-bid project walkthrough was conducted on October 25, 2017 with bids due to the Housing Authority on November 15, 2017. Four General Contractors submitted the following bids:

**Bids Submitted:**

CNW Construction Inc. (Rescue, CA)	\$31,870.00
Birdwell Brothers (Marysville, CA)	\$40,640.00
California Window Industries (Yuba City, CA)	\$46,750.00
Buskirk Building Solutions (Roseville, CA)	\$49,000.00

**Recommendation:**

Staff recommends that the Board of Commissioners of the Regional Housing Authority approve the bid from CNW Construction Inc. in the amount of \$31,870.00 for the exterior rehabilitation project planned for the River City Community Center building located at 655 Joann Way in Yuba City, CA, and authorize the Executive Director to execute the construction contract and all required documents.

Prepared by:

Submitted by:

  
\_\_\_\_\_  
Larry Tinker  
Senior Development & Rehab Specialist

  
\_\_\_\_\_  
Gustavo Becerra  
Executive Director



## Regional Housing Authority

Serving the Communities of: Cities of Live Oak, Yuba City  
and Colusa, Counties of Sutter, Nevada, Yuba  
1455 Butte House Road, Yuba City, CA 95993  
Phone: (530) 671-0220, Toll Free: (888) 671-0220  
TTY: (866) 735-2929, Fax: (530) 673-0775  
Website: [www.RegionalHA.org](http://www.RegionalHA.org)

### RESOLUTION NO. 17-1546

**A RESOLUTION OF THE REGIONAL HOUSING AUTHORITY AUTHORIZING  
AN APPLICATION TO THE TRUCKEE TAHOE AIRPORT DISTRICT (THE  
"DISTRICT") FOR A FIVE HUNDRED THOUSAND DOLLAR (\$500,000)  
RESIDUAL RECEIPTS LOAN FOR THE BENEFIT OF TRUCKEE ARTISTS LOFTS IN  
TRUCKEE, CALIFORNIA**

A. Truckee Artist Loft is a 90-unit rental apartment community with 76 units designated for income restricted tenants (the "Project") proposed for development in Truckee, California by Downtown Truckee Investors, LP, a California Limited Partnership, (the "Partnership").

B. The Regional Housing Authority (the "Authority") issued a Request For Proposal (RFP) for Project Based Vouchers to encourage property owners in Truckee, California to make rental housing available to lower income households at rents within HUD published Section 8 Fair Market Rents.

C. The Partnership responded to the RFP and the Authority awarded 25 Project Based Section 8 vouchers to the Project.

D. The governing board of the Authority (the "Board") hereby finds and declares that it is necessary, essential and a public purpose for the Authority to support affordable multifamily housing projects in Truckee, California in order to increase and maintain the supply of multifamily housing in the Truckee area available to persons and families within the income limitations established by the RFP.

E. Through the due diligence process affiliated with the RFP the Authority

has been apprised of the housing need in Truckee and the financing needs for the Project.

F. The Partnership applied to the District for a Five Hundred Thousand Dollar (\$500,000) residual receipts loan a copy of which application is attached hereto and incorporated herein as Exhibit A.

G. The District has funds available to support partnerships with a benefit to the District. The District guidelines, attached here to and incorporated herein as Exhibit B, for administering funds requires the District to only consider applications endorsed through a formal motion or resolution with findings approved by the governing board by another local public agency with an elected or appointed board.

H. The Partnership has requested the Authority to provide the resolution required by the District and the Authority has agreed to consider the request.

**BASED ON THE FINDINGS SET FORTH ABOVE, THE REGIONAL HOUSING AUTHORITY RESOLVES AS FOLLOWS:**

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

2. Pursuant to the requirements of the District's Agency Partnership Application guidelines, the Authority does hereby resolve that the Partnership, and its related entities, shall cause an application to be submitted to the District for a Five Hundred Thousand Dollar (\$500,000) loan on terms and conditions to be determined by the Partnership but anticipated to be for a term of 55 years, with a simple interest of 1%, to be repaid after repayment of 100% of deferred developer fee from fifty percent of the residual receipt payments with each residual receipt lender receiving a payment in an amount equal to the proportion each lenders' principal amount bears to total of all residual receipt lenders and the loan will be secured by a Deed of Trust with the priority of recording determined by the principal amount of each secured loan with the largest

loan receiving priority and the smallest loan receiving the last priority. For example, but not in limitation of the foregoing if the District's \$500,000 loan represents 7.09% of the total \$7,050,000 of residual receipt loans then the District would receive a payment of 3.55% (50% x 7.09%) of residual receipts after repayment of deferred developer fee.

3. This Resolution shall take effect immediately upon its adoption.

On a motion by Board Member \_\_\_\_\_, seconded by Board Member \_\_\_\_\_, the foregoing Resolution was passed and adopted by the Authority this 6<sup>th</sup> day of December, 2017, by the following vote, to wit:

AYES:  
NAYS:  
ABSTAINED:  
ABSENT:

\_\_\_\_\_  
Chairperson, Dan Miller

ATTEST: \_\_\_\_\_  
Board Clerk

(SEAL)

Exhibit A  
Application to Airport District



## TRUCKEE TAHOE AIRPORT DISTRICT Agency Partnership Request Form

Name of Organization/Group: Downtown Truckee Investors, LP Date of Request: 10-10-2017

Name of Authorized Representative: Ali Youssefi, General Partner

E-mail address: ali.cfy@gmail.com

Complete mailing address: 1724 10th Street, suite 120, Sacramento, CA 95811

Phone - Daytime: 916-446-4040 Evening: \_\_\_\_\_ Fax: 916-446-4044

Agency / Elected Body: Town of Truckee

### **Eligibility Checklist** (all boxes must be checked to be considered)

- Agency Partnership must be endorsed, through a formal motion or resolution with findings approved by the governing board of another local public agency with an elected or appointed board. (Non-profit and community organizations are eligible when in partnership with a local public agency, and are named as such in the formal motion or resolution)
- The motion approved by the partnering public agency governing board should:
- Describe the public benefit of the request and/or partnership opportunity
  - Outline what the partnering agency intends to contribute to the request
  - Express support for the requested event, program, or project
  - If applicable, name the partnering non-profit organization
- Applicant is not a State or Federal Agency.
- Applicant does not promote religious purposes. Religious organizations are not excluded from Agency Partnerships; however, the purpose of the program must be as described in the definitions section of TTAD's Policy Instruction 311 and shall not serve to promote a religious message as the primary purpose.
- Applicant is not a political organization and/or individual campaign.
- Applicant does not discriminate on the basis of age (40 and above), race, religion, gender, gender identity or gender expression, sexual orientation, genetic information, marital status, disability, ancestry, or national origin.
- Applicant is not a single individual.
- Applicant is not a for-profit organization.
- If the applicant is a for-profit organization holding fundraiser programs, they must identify a 501(c)(3) or California not-for-profit corporation as a recipient of the program proceeds and provide acknowledgement of receipt of said proceeds from that non-profit organization.
- Applicant's programs or events must provide a benefit to the Airport Districts' constituents or those living in the Districts' sphere of influence. The Applicant's programs or events must also principally serve District constituents.
- Applicant's programs or events must be open to the public and charge only nominal and reasonable participant fees where such fees and associated revenue are used to offset program costs or are part of the fundraising effort.



**Eligibility Checklist continued...**

- Applicant is willing to present, in a public forum, a presentation describing the request to the Airport District's Board of Directors
- Applicant is not an individual or organization or public agency that has been named in a lawsuit involving the District or have pending or threatened litigation with the District.
- Applicant is of upstanding moral and public character. Applicants has a fiduciary responsibility to maintain a public image that corresponds with that of the District's mission and core values.

**Requirements if a Partnership is agreed to**

The applicant must also agree to do the all of following (failure to do so will result in future ineligibility for a period of two years from written notice):

- Obtain all required permits, clearances, insurance, and program authorizations within time restraints and in compliance with local, State, and Federal laws and any applicable Truckee Tahoe Airport District policies and procedures.
- Permanently acknowledge the support of the Truckee Tahoe Airport District where appropriate, and include on all printed information and advertising related to the event for which sponsorship was provided the following statement: **"Major funding provided in part by the Truckee Tahoe Airport District"** or other logo approved by the General Manager.
- Allow the District to have a sponsor booth at the program/event if the Truckee Tahoe Airport District so desires (at programs/events where a sponsorship booth is appropriate) for the purposes of distributing information regarding the programs and community services the District provides. This booth shall be provided at no cost to the District. If necessary the District will provide its own booth and setup.
- Partnership recipients must agree to erect a banner (if appropriate) recognizing the District's support of the event or program. This banner shall be erected at the facility for the duration of the program, event, facility, or equipment. The verbiage of the banner shall be determined by the General Manager. The actual banner, if not provided as part of the sponsorship, will be provided by the Truckee Tahoe Airport District in accordance with the size requirements of the event or program.
- Provide the District with whatever benefits are afforded other sponsors of similar sponsorship or partnership levels (i.e., logo display, sponsor table, advertising benefits, etc.).
- The public agency receiving such funds shall extend any and all benefits, discounts, or access to the facilities that are extended to the residents of the public agency to all residents of the Truckee Tahoe Airport District on the same terms and conditions.

In cases of a significant financial partnership commitment, if funding is approved, the District shall require, as a condition of providing such funding assistance, all of the following:

- That the public agency receiving such funds shall extend any and all benefits, discounts, or access to the facilities that are extended to the residents of the public agency to all residents of the Truckee Tahoe Airport District on the same terms and conditions.
- Permanent acknowledgement of the Airport District's participation to the District's satisfaction.
- That the recipient of funds execute in favor of the District a Release and Covenant Not to Sue by the Aircraft utilizing that airport or the fund recipient's use of their real property, fund recipient as to:
  - Any claimed damages or adverse impacts of the Truckee Tahoe Airport,
  - Aircraft utilizing that airport or the fund recipient's use of their real property,
  - Any land use restrictions or increased structural requirements imposed by the Truckee Tahoe Land Use Commission's Compatible Land Use Plan, whether currently in effect or as may be later adopted.

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Please provide a detailed description of your Sponsorship Request and how it will benefit your organization, and the Truckee Tahoe Airport District. *(Use additional sheets as necessary.)*

See attached

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Amount Requested: \$ 500,000

Have you requested funding from TTAD before? No Y / N If "Yes" – when? \_\_\_\_\_

How will the District be recognized in your program? *(Use additional sheets as necessary.)*

Banner during construction on the construction site acknowledging participation.  
A plaque in a visible location in the lobby of the completed building acknowledging participation.

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Signature (Authorized Rep.): \_\_\_\_\_ Date: \_\_\_\_\_

*Please allow 60-90 days for your request to be reviewed and processed.*

.....  
*For TTAD Use Only*

Approved \_\_\_\_\_ Declined \_\_\_\_\_ at the public TTAD Board of Directors meeting held on \_\_\_\_\_.

By the following vote:

Ayes \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Noes \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Absent \_\_\_\_\_

## Truckee Artist Loft Financing Request

October 20, 2017

Downtown Truckee Investors, LP ("DTI") is the limited partnership formed to acquire, build and manage the Truckee Artist Lofts. The Managing General Partner of DTI is Community Revitalization and Development Corporation, a California non-profit corporation.

Truckee Artist Loft is a 90 unit for rent housing project with 76 affordable units, 13 units at market rate units and 1 managers unit plus 3,470 square feet of street level retail.

We request a \$500,000 loan at 1% simple interest (charged only on principal) with a 55-year term secured by a deed of trust repaid from residual receipts. The purpose of the loan is to close a gap in the financing of the project. The loan would be funded contemporaneously with the closing of the construction loan. The proceeds of the loan would be used to pay for the construction of the project. We request the Airport to loan the money to the Tahoe Truckee Community Foundation which in turn will loan the money to the project. Martis Foundation structured their loan through TTCF.

<b>Total Project Cost</b>		<b>31,196,237</b>
Total Tax Credit Equity	9,121,245	
CalHFA Perm Loan	10,744,577	
Holliday - HCD Infill Funds/off & on sites	1,281,600	
Inclusionary Land Contribution from Holliday	1,681,000	
Deferred Developer Fee	1,317,815	
Subtotal		24,146,237
Soft - Residual Receipt Financing		
CalHFA Gap Loan(27.77K/unit)	2,500,000	
Town loan-residual receipt	1,650,000	
TTCF -Martis Foundation	1,650,000	
Lester Family	750,000	
Subtotal		6,550,000
Total Committed Financing		30,696,237
Gap		<b>500,000</b>

After repayment of 100% of deferred developer fee, fifty percent of the residual receipt payments shall repay the general partners and the other fifty percent shall repay the residual receipts lenders with each lender receiving a payment in an amount equal to the proportion each lenders' principal amount bears to total of all residual receipt lenders. The Airport District's \$500,000 loan represents 7.09% of the total \$7,050,000 of residual receipt loans. The Airport District would therefore receive a payment of 3.55% (50% x 7.09%) of residual receipts after repayment of deferred developer fee.

The Airport's loan will be secured by a Deed of Trust. The priory of recording shall be determined by the principal amount of each secured loan with the largest loan receiving priority and the smallest loan receiving the last priority.

**PART VII. PROJECT FINANCING (Sources of Funds)**

**A. Construction Financing**

*List Below All Projected Sources Required to Complete Construction.*

<i>Name of Lender/Source</i>	<i>Terms in Months</i>	<i>Interest Rate</i>	<i>Amount of Funds</i>
Construction Lender	24	3.500%	20,657,987
Inclusionary Land Contribution			1,681,000
Deferred Developer Fee	24		3,095,900
Investor's Equity			1,824,249
Town loan-residual receipt	24		1,650,000
Lester Family	24		750,000
Deferred Operating Reserves			255,501
CalHFA Gap Loan(27.77K/unit)			
HCD Infill Funds/off & on sites	24		1,281,600
			<b>31,196,237</b>

**Total Funds for Construction**

Name of Lender/Source Chase Bank

1. Street Address \_\_\_\_\_ Contact Name Shani Searcy  
 City \_\_\_\_\_ State CA Phone Number \_\_\_\_\_  
 Type of Financing Construction Loan

Committed  Not Committed

Name of Lender/Source \_\_\_\_\_

2. Street Address \_\_\_\_\_ Contact Name \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Phone Number \_\_\_\_\_  
 Type of Financing \_\_\_\_\_

Committed  Not Committed

Name of Lender/Source \_\_\_\_\_

3. Street Address \_\_\_\_\_ Contact Name \_\_\_\_\_  
 City \_\_\_\_\_ State CA Phone Number \_\_\_\_\_  
 Type of Financing \_\_\_\_\_

Committed  Not Committed

Name of Lender/Source \_\_\_\_\_

4. Street Address \_\_\_\_\_ Contact Name \_\_\_\_\_  
 City \_\_\_\_\_ State CA Phone Number \_\_\_\_\_  
 Type of Financing \_\_\_\_\_

Committed  Not Committed

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**B. Permanent Financing**

List Below All Projected Sources Of Funds, Including Grants, Land donations, deferred fees, owner equity, etc.

Name of Lender/Source	Term in Months	Interest Rate	Amount of Funds	Annual Debt Service	Residual Receipts/Deferred Pymt.
Perm Loan	480	5.500%	\$ 10,744,577	600,525	
CalHFA Gap Loan(27.77K/unit)	480	1.000%	2,500,000		Residual
Town loan-residual receipt	660	1.00%	\$ 1,650,000		residual
Inclusionary Land Contribution		AFR	\$ 1,681,000		residual
Deferred Developer Fee			\$ 1,317,815		
HCD Infill Funds/off & on sites			\$ 1,281,600		residual
TTCF -Martis Foundation	660	1/0%/2.5%	1,650,000		residual
Lester Family	660	1.00%	750,000		
<b>Total Permanent Financing</b>			<b>\$ 21,574,992</b>		
<b>Total Tax Credit Equity</b>			<b>\$ 9,121,245</b>		
<b>Total Sources of Project Funds</b>			<b>\$ 30,696,237</b>		
<b>Airport Loan</b>			<b>\$ 500,000</b>		

1. Name of Lender/Source CalHFA Hud Risk Share  
 Street Address \_\_\_\_\_ Contact Name \_\_\_\_\_  
 City \_\_\_\_\_ State UT Phone Number \_\_\_\_\_  
 Type of Financing Perm

Committed  Not Committed

2. Name of Lender/Source \_\_\_\_\_  
 Street Address \_\_\_\_\_ Contact Name \_\_\_\_\_  
 City \_\_\_\_\_ State CA Phone Number \_\_\_\_\_  
 Type of Financing \_\_\_\_\_

Committed  Not Committed

3. Name of Lender/Source \_\_\_\_\_  
 Street Address \_\_\_\_\_ Contact Name \_\_\_\_\_  
 City \_\_\_\_\_ State CA Phone Number \_\_\_\_\_  
 Type of Financing \_\_\_\_\_

Committed  Not Committed

Name of Lender/Source \_\_\_\_\_  
 Street Address \_\_\_\_\_ Contact Name \_\_\_\_\_  
 City \_\_\_\_\_ State CA Phone Number \_\_\_\_\_  
 Type of Financing \_\_\_\_\_

Committed  Not Committed

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Development Name:	Truckee Railyards	HCD Overhang	Units	HCD FMR x 1.1 Rent	Total Sec 8 Rents	Tax Credit Rents	Sec 8 Subsidy
Total Number of Units:	90		17	\$1,083	\$220,932		
			5	\$1,440	\$86,400		
			3	\$2,097	\$75,492		
			<b>Total</b>		<b>\$382,824</b>	<b>242,892</b>	<b>\$139,932</b>

RENTAL INCOME	Monthly Rent	No. of Units	Annual Increase	Year-1	Year-2	Year-3	Year-4	Year-5	Year-6	Year-7	Year-8
Studio		0	2.50%	0	0	0	0	0	0	0	0
Studio		0	2.50%	0	0	0	0	0	0	0	0
Studio		0	2.50%	0	0	0	0	0	0	0	0
Studio	764	26	2.50%	238,368	244,327	250,435	256,696	263,114	269,692	276,434	283,345
Studio Market	1,000	3	2.50%	36,000	36,900	37,823	38,768	39,737	40,731	41,749	42,793
IBR		0	2.50%	0	0	0	0	0	0	0	0
IBR (Sec. 8(6))	650	6	2.50%	46,800	47,970	49,169	50,398	51,658	52,950	54,274	55,630
IBR Sec. 8(11))	793	11	2.50%	104,676	107,293	109,975	112,725	115,543	118,431	121,392	124,427
IBR	817	22	2.50%	215,688	221,080	226,607	232,272	238,079	244,031	250,132	256,385
IBR Market	1,500	5	2.50%	90,000	92,250	94,556	96,920	99,343	101,827	104,372	106,982
2BR		0	2.50%	0	0	0	0	0	0	0	0
2BR Sec. 8 (1)	773	1	2.50%	9,276	9,508	9,746	9,989	10,239	10,495	10,757	11,026
2BR Sec. 8(4)	945	4	2.50%	45,360	46,494	47,656	48,848	50,069	51,321	52,604	53,919
2BR	979	3	2.50%	35,244	36,125	37,028	37,954	38,903	39,875	40,872	41,894
2BR Market	1,800	2	2.50%	43,200	44,280	45,387	46,522	47,685	48,877	50,099	51,351
3BR		0	2.50%	0	0	0	0	0	0	0	0
3BR Sec. 8 (1)	889	1	2.50%	10,668	10,935	11,208	11,488	11,775	12,070	12,372	12,681
3BR Sec. 8(2)	1,088	2	2.50%	26,112	26,765	27,434	28,120	28,823	29,543	30,282	31,039
3BR Market	2,100	3	2.50%	75,600	77,490	79,427	81,413	83,448	85,534	87,673	89,865
Unit Subtotal		89	2.50%			0	0	0	0	0	0
IBR Mgr		1			0	0	0	0	0	0	0
<b>TOTAL RENTAL INCOME</b>		<b>90</b>		<b>976,992</b>	<b>1,001,417</b>	<b>1,026,452</b>	<b>1,052,114</b>	<b>1,078,416</b>	<b>1,105,377</b>	<b>1,133,011</b>	<b>1,161,336</b>

OTHER INCOME	Income	Units	Increase	Year-1	Year-2	Year-3	Year-4	Year-5	Year-6	Year-7	Year-8
Other Income 1 Laundry	8	90	2.50%	8,640	8,856	9,077	9,304	9,537	9,775	10,020	10,270
Sec. 8 Subsidy		25	2.50%	139,932	143,430	147,016	150,691	154,459	158,320	162,278	166,335
Other Income 3 Interest/vending	3	90	2.50%	3,240	3,321	3,404	3,489	3,576	3,666	3,757	3,851
Parking	100	10	2.50%	12,000	12,300	12,608	12,923	13,246	13,577	13,916	14,264
Retail Space	2	3470	2.50%	83,280	85,362	87,496	89,683	91,926	94,224	96,579	98,994
<b>TOTAL OTHER INCOME</b>				<b>247,092</b>	<b>253,269</b>	<b>259,601</b>	<b>266,091</b>	<b>272,743</b>	<b>279,562</b>	<b>286,551</b>	<b>293,715</b>

TOTAL INCOME				Year-1	Year-2	Year-3	Year-4	Year-5	Year-6	Year-7	Year-8
Less Vacancy Allowance (res)			5.00%	-56,440	-57,851	-59,297	-60,780	-62,299	-63,857	-65,453	-67,090
Less Vacancy Allowance (comm)			25.00%	-20,820	-21,341	-21,874	-22,421	-22,981	-23,556	-24,145	-24,748
<b>GROSS INCOME</b>				<b>1,146,824</b>	<b>1,175,494</b>	<b>1,204,882</b>	<b>1,235,004</b>	<b>1,265,879</b>	<b>1,297,526</b>	<b>1,329,964</b>	<b>1,363,213</b>

OPERATING EXPENSES	Per Unit	%AGI	Incr/yr	Year-1	Year-2	Year-3	Year-4	Year-5	Year-6	Year-7	Year-8
Management Fees	\$45	4.24%	3.50%	48,600	50,301	52,062	53,884	55,770	57,722	59,742	61,833
Administration		2.70%	3.50%	31,000	32,085	33,208	34,370	35,573	36,818	38,107	39,441
Payroll		11.07%	3.50%	127,000	131,445	136,046	140,807	145,735	150,836	156,115	161,579
Maintenance	99	7.85%	3.50%	90,000	93,150	96,410	99,785	103,277	106,892	110,633	114,505
Utilities	55	5.61%	3.50%	64,360	66,613	68,944	71,357	73,855	76,439	79,115	81,884
Insurance	19	1.79%	3.50%	20,520	21,238	21,982	22,751	23,547	24,371	25,224	26,107
Service Amenities	21	0.00%	3.50%	0	0	0	0	0	0	0	0
Railyard CFD			3.50%	0	0	0	0	0	0	0	0
Property Taxes & Assessments		3.49%	2.00%	40,000	40,800	41,616	42,448	43,297	44,163	45,046	45,947
<b>TTL OPER. EXPENSES</b>	<b>\$4,683</b>			<b>421,480</b>	<b>435,632</b>	<b>450,267</b>	<b>465,402</b>	<b>481,054</b>	<b>497,242</b>	<b>513,983</b>	<b>531,297</b>

NET OPERATING INCOME				Year-1	Year-2	Year-3	Year-4	Year-5	Year-6	Year-7	Year-8
				725,344	739,863	754,615	769,602	784,825	800,284	815,981	831,917

Replacement Reserve Deposit	\$300			Year-1	Year-2	Year-3	Year-4	Year-5	Year-6	Year-7	Year-8
Operating Reserve Deposit				0	0	0	0	0	0	0	0
Cash Flow Available for Debt Service				698,344	712,863	727,615	742,602	757,825	773,284	788,981	804,917

DEBT SERVICE	Amount			Year-1	Year-2	Year-3	Year-4	Year-5	Year-6	Year-7	Year-8
Perm, 40 yrs, 4.75%	10,744,577	DSR=	1.1629	600,525	600,525	600,525	600,525	600,525	600,525	600,525	600,525

DISTRIBUTABLE CASH FLOW		Split		Year-1	Year-2	Year-3	Year-4	Year-5	Year-6	Year-7	Year-8
MGP Fee	5,000	3.50%		5,000	5,175	5,356	5,544	5,738	5,938	6,146	6,361
LP Fee	5,000	3.50%		5,000	5,175	5,356	5,544	5,738	5,938	6,146	6,361
GP Asset Management Fee	5,000	3.50%		5,000	5,175	5,356	5,544	5,738	5,938	6,146	6,361
Deferred Developer Fee	1,317,815	100%		82,819	96,813	111,022	125,446	140,087	154,944	170,018	185,308
Residual Receipt Lenders CF Split	7,050,000	50%		0	0	0	0	0	0	0	0
CalHFA Gap Loan(27.77K/unit)	2,500,000	35.46%		0	0	0	0	0	0	0	0
Town loan-residual receipt	1,650,000	23.40%		0	0	0	0	0	0	0	0
TTCF -Martis Foundation	1,650,000	23.40%		0	0	0	0	0	0	0	0
Lester Family	750,000	10.64%		0	0	0	0	0	0	0	0
Tahoe Airport Distrcit	500,000	7.09%		0	0	0	0	0	0	0	0
GPs CF Split		50.00%		0	0	0	0	0	0	0	0
<b>NET CASH FLOW</b>				<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

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Development Name:  
Total Number of Units:

RENTAL INCOME	Year-9	Year-10	Year-11	Year-12	Year-13	Year-14	Year-15	Year-16	Year-17	Year-18
Studio	0	0	0	0	0	0	0	0	0	0
Studio	0	0	0	0	0	0	0	0	0	0
Studio	0	0	0	0	0	0	0	0	0	0
Studio	290,428	297,689	305,131	312,759	320,578	328,593	336,808	345,228	353,859	362,705
Studio Market	43,863	44,959	46,083	47,235	48,416	49,626	50,867	52,139	53,442	54,778
1BR	0	0	0	0	0	0	0	0	0	0
1BR (Sec. 8(6))	57,021	58,447	59,908	61,406	62,941	64,514	66,127	67,780	69,475	71,212
1BR Sec. 8(11)	127,538	130,726	133,994	137,344	140,778	144,297	147,904	151,602	155,392	159,277
1BR	262,795	269,365	276,099	283,001	290,076	297,328	304,761	312,381	320,190	328,195
1BR Market	109,656	112,398	115,208	118,088	121,040	124,066	127,168	130,347	133,606	136,946
2BR	0	0	0	0	0	0	0	0	0	0
2BR Sec. 8(1)	11,302	11,584	11,874	12,171	12,475	12,787	13,107	13,434	13,770	14,115
2BR Sec. 8(4)	55,267	56,648	58,065	59,516	61,004	62,529	64,092	65,695	67,337	69,021
2BR	42,941	44,015	45,115	46,243	47,399	48,584	49,799	51,044	52,320	53,628
2BR Market	52,635	53,951	55,300	56,682	58,099	59,552	61,040	62,566	64,131	65,734
3BR	0	0	0	0	0	0	0	0	0	0
3BR Sec. 8(1)	12,998	13,323	13,656	13,997	14,347	14,706	15,074	15,450	15,837	16,233
3BR Sec. 8(2)	31,815	32,610	33,426	34,261	35,118	35,996	36,896	37,818	38,763	39,732
3BR Market	92,111	94,414	96,774	99,194	101,674	104,215	106,821	109,491	112,229	115,034
Unit Subtotal	0	0	0	0	0	0	0	0	0	0
1BR Mgr	0	0	0	0	0	0	0	0	0	0
<b>TOTAL RENTAL INCOME</b>	<b>1,190,370</b>	<b>1,220,129</b>	<b>1,250,632</b>	<b>1,281,898</b>	<b>1,313,946</b>	<b>1,346,794</b>	<b>1,380,464</b>	<b>1,414,976</b>	<b>1,450,350</b>	<b>1,486,609</b>

OTHER INCOME	Year-9	Year-10	Year-11	Year-12	Year-13	Year-14	Year-15	Year-16	Year-17	Year-18
Other Income 1 Laundry	10,527	10,790	11,060	11,336	11,620	11,910	12,208	12,513	12,826	13,147
Sec. 8 Subsidy	170,494	174,756	179,125	183,603	188,193	192,898	197,720	202,663	207,730	212,923
Other Income 3 Interest/vending	3,948	4,046	4,147	4,251	4,357	4,466	4,578	4,692	4,810	4,930
Parking	14,621	14,986	15,361	15,745	16,139	16,542	16,956	17,380	17,814	18,259
Retail Space	101,469	104,005	106,605	109,271	112,002	114,802	117,672	120,614	123,630	126,720
<b>TOTAL OTHER INCOME</b>	<b>301,058</b>	<b>308,584</b>	<b>316,299</b>	<b>324,206</b>	<b>332,311</b>	<b>340,619</b>	<b>349,135</b>	<b>357,863</b>	<b>366,809</b>	<b>375,980</b>

<b>TOTAL INCOME</b>	<b>1,491,427</b>	<b>1,528,713</b>	<b>1,566,931</b>	<b>1,606,104</b>	<b>1,646,257</b>	<b>1,687,413</b>	<b>1,729,599</b>	<b>1,772,839</b>	<b>1,817,160</b>	<b>1,862,589</b>
Less Vacancy Allowance (res)	-68,767	-70,486	-72,248	-74,054	-75,906	-77,803	-79,749	-81,742	-83,786	-85,880
Less Vacancy Allowance (comm)	-25,367	-26,001	-26,651	-27,318	-28,001	-28,701	-29,418	-30,154	-30,907	-31,680
<b>GROSS INCOME</b>	<b>1,397,293</b>	<b>1,432,226</b>	<b>1,468,031</b>	<b>1,504,732</b>	<b>1,542,351</b>	<b>1,580,909</b>	<b>1,620,432</b>	<b>1,660,943</b>	<b>1,702,466</b>	<b>1,745,028</b>

OPERATING EXPENSES	Year-9	Year-10	Year-11	Year-12	Year-13	Year-14	Year-15	Year-16	Year-17	Year-18
Management Fees	63,997	66,237	68,555	70,955	73,438	76,008	78,669	81,422	84,272	87,221
Administration	40,821	42,250	43,729	45,259	46,843	48,483	50,180	51,936	53,754	55,635
Payroll	167,235	173,088	179,146	185,416	191,906	198,622	205,574	212,769	220,216	227,924
Maintenance	118,513	122,661	126,954	131,397	135,996	140,756	145,683	150,781	156,059	161,521
Utilities	84,750	87,716	90,786	93,964	97,252	100,656	104,179	107,825	111,599	115,505
Insurance	27,021	27,967	28,945	29,959	31,007	32,092	33,216	34,378	35,581	36,827
Service Amenities	0	0	0	0	0	0	0	0	0	0
Railyard CFD	0	0	0	0	0	0	0	0	0	0
Property Taxes & Assessments	46,866	47,804	48,760	49,735	50,730	51,744	52,779	53,835	54,911	56,010
<b>TTL OPER. EXPENSES</b>	<b>549,203</b>	<b>567,722</b>	<b>586,875</b>	<b>606,684</b>	<b>627,172</b>	<b>648,362</b>	<b>670,279</b>	<b>692,947</b>	<b>716,392</b>	<b>740,642</b>

<b>NET OPERATING INCOME</b>	<b>848,091</b>	<b>864,504</b>	<b>881,156</b>	<b>898,048</b>	<b>915,178</b>	<b>932,547</b>	<b>950,153</b>	<b>967,996</b>	<b>986,074</b>	<b>1,004,386</b>
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Replacement Reserve Deposit	27,000	27,000	27,000	27,000	27,000	27,000	27,000	27,000	27,000	27,000
Operating Reserve Deposit	0	0	0	0	0	0	0	0	0	0
Cash Flow Available for Debt Service	821,091	837,504	854,156	871,048	888,178	905,547	923,153	940,996	959,074	977,386

DEBT SERVICE	Year-9	Year-10	Year-11	Year-12	Year-13	Year-14	Year-15	Year-16	Year-17	Year-18
Perm, 40 yrs, 4.75%	600,525	600,525	600,525	600,525	600,525	600,525	600,525	600,525	600,525	600,525

<b>DISTRIBUTABLE CASH FLOW</b>	<b>220,566</b>	<b>236,979</b>	<b>253,632</b>	<b>270,523</b>	<b>287,654</b>	<b>305,022</b>	<b>322,628</b>	<b>340,471</b>	<b>358,549</b>	<b>376,861</b>
MGP Fee	6,584	6,814	7,053	7,300	7,555	7,820	8,093	8,377	8,670	8,973
LP Fee	6,584	6,814	7,053	7,300	7,555	7,820	8,093	8,377	8,670	8,973
GP Asset Management Fee	6,584	6,814	7,053	7,300	7,555	7,820	8,093	8,377	8,670	8,973
Deferred Developer Fee	200,814	50,546	0	0	0	0	0	0	0	0
Residual Receipt Lenders CF Split	0	82,995	116,236	124,312	132,494	140,781	149,174	157,670	166,270	174,970
CalHFA Gap Loan(27.77K/unit)	0	29,431	41,219	44,082	46,984	49,922	52,899	55,912	58,961	62,046
Town loan-residual receipt	0	19,424	27,204	29,094	31,009	32,949	34,913	36,902	38,914	40,950
TTCF -Martis Foundation	0	19,424	27,204	29,094	31,009	32,949	34,913	36,902	38,914	40,950
Lester Family	0	8,829	12,366	13,225	14,095	14,977	15,870	16,773	17,688	18,614
Tahoe Airport Distrcit	0	5,886	8,244	8,816	9,397	9,984	10,580	11,182	11,792	12,409
GPs CF Split	0	82,995	116,236	124,312	132,494	140,781	149,174	157,670	166,270	174,970
	0	0	0	0	0	0	0	0	0	0
<b>NET CASH FLOW</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

28

Development Name:  
Total Number of Units:

RENTAL INCOME	Year-19	Year-20	Year-21	Year-22	Year-23	Year-24	Year-25	Year-26	Year-27	Year-28
Studio	0	0	0	0	0	0	0	0	0	0
Studio	0	0	0	0	0	0	0	0	0	0
Studio	0	0	0	0	0	0	0	0	0	0
Studio	371,773	381,067	390,594	400,359	410,368	420,627	431,142	441,921	452,969	464,293
Studio Market	56,148	57,551	58,990	60,465	61,977	63,526	65,114	66,742	68,411	70,121
IBR	0	0	0	0	0	0	0	0	0	0
IBR (Sec. 8(6))	72,992	74,817	76,687	78,604	80,570	82,584	84,648	86,765	88,934	91,157
IBR Sec. 8(11)	163,259	167,340	171,524	175,812	180,207	184,712	189,330	194,063	198,915	203,888
IBR	336,400	344,810	353,430	362,266	371,322	380,605	390,120	399,873	409,870	420,117
IBR Market	140,369	143,879	147,475	151,162	154,941	158,815	162,785	166,855	171,026	175,302
2BR	0	0	0	0	0	0	0	0	0	0
2BR Sec. 8 (1)	14,467	14,829	15,200	15,580	15,969	16,369	16,778	17,197	17,627	18,068
2BR Sec. 8(4)	70,746	72,515	74,328	76,186	78,090	80,043	82,044	84,095	86,197	88,352
2BR	54,969	56,343	57,751	59,195	60,675	62,192	63,747	65,340	66,974	68,648
2BR Market	67,377	69,062	70,788	72,558	74,372	76,231	78,137	80,090	82,093	84,145
3BR	0	0	0	0	0	0	0	0	0	0
3BR Sec. 8 (1)	16,638	17,054	17,481	17,918	18,366	18,825	19,295	19,778	20,272	20,779
3BR Sec. 8(2)	40,726	41,744	42,788	43,857	44,954	46,078	47,229	48,410	49,620	50,861
3BR Market	117,910	120,858	123,879	126,976	130,151	133,405	136,740	140,158	143,662	147,254
Unit Subtotal	0	0	0	0	0	0	0	0	0	0
IBR Mgr	0	0	0	0	0	0	0	0	0	0
<b>TOTAL RENTAL INCOME</b>	<b>1,523,774</b>	<b>1,561,868</b>	<b>1,600,915</b>	<b>1,640,938</b>	<b>1,681,961</b>	<b>1,724,011</b>	<b>1,767,111</b>	<b>1,811,289</b>	<b>1,856,571</b>	<b>1,902,985</b>

OTHER INCOME	Year-19	Year-20	Year-21	Year-22	Year-23	Year-24	Year-25	Year-26	Year-27	Year-28
Other Income 1 Laundry	13,475	13,812	14,158	14,512	14,874	15,246	15,627	16,018	16,419	16,829
Sec. 8 Subsidy	218,246	223,702	229,295	235,027	240,903	246,926	253,099	259,426	265,912	272,560
Other Income 3 Interest/Vending	5,053	5,180	5,309	5,442	5,578	5,717	5,860	6,007	6,157	6,311
Parking	18,716	19,184	19,663	20,155	20,659	21,175	21,705	22,247	22,804	23,374
Retail Space	129,888	133,136	136,464	139,876	143,372	146,957	150,631	154,396	158,256	162,213
<b>TOTAL OTHER INCOME</b>	<b>385,379</b>	<b>395,014</b>	<b>404,889</b>	<b>415,011</b>	<b>425,387</b>	<b>436,021</b>	<b>446,922</b>	<b>458,095</b>	<b>469,547</b>	<b>481,286</b>

<b>TOTAL INCOME</b>	<b>1,909,153</b>	<b>1,956,882</b>	<b>2,005,804</b>	<b>2,055,949</b>	<b>2,107,348</b>	<b>2,160,032</b>	<b>2,214,032</b>	<b>2,269,383</b>	<b>2,326,118</b>	<b>2,384,271</b>
Less Vacancy Allowance (res)	-88,027	-90,228	-92,484	-94,796	-97,166	-99,595	-102,085	-104,637	-107,253	-109,934
Less Vacancy Allowance (comm)	-32,472	-33,284	-34,116	-34,969	-35,843	-36,739	-37,658	-38,599	-39,564	-40,553
<b>GROSS INCOME</b>	<b>1,788,654</b>	<b>1,833,370</b>	<b>1,879,204</b>	<b>1,926,184</b>	<b>1,974,339</b>	<b>2,023,698</b>	<b>2,074,290</b>	<b>2,126,147</b>	<b>2,179,301</b>	<b>2,233,783</b>

OPERATING EXPENSES	Year-19	Year-20	Year-21	Year-22	Year-23	Year-24	Year-25	Year-26	Year-27	Year-28
Management Fees	90,274	93,434	96,704	100,088	103,591	107,217	110,970	114,854	118,874	123,034
Administration	57,582	59,598	61,683	63,842	66,077	68,390	70,783	73,261	75,825	78,479
Payroll	235,901	244,158	252,703	261,548	270,702	280,177	289,983	300,132	310,637	321,509
Maintenance	167,174	173,025	179,081	185,349	191,836	198,550	205,500	212,692	220,136	227,841
Utilities	119,548	123,732	128,063	132,545	137,184	141,986	146,955	152,098	157,422	162,932
Insurance	38,116	39,450	40,830	42,260	43,739	45,269	46,854	48,494	50,191	51,948
Service Amenities	0	0	0	0	0	0	0	0	0	0
Railyard CFD	0	0	0	0	0	0	0	0	0	0
Property Taxes & Assessments	57,130	58,272	59,438	60,627	61,839	63,076	64,337	65,624	66,937	68,275
<b>TTL OPER. EXPENSES</b>	<b>765,725</b>	<b>791,668</b>	<b>818,503</b>	<b>846,259</b>	<b>874,968</b>	<b>904,665</b>	<b>935,382</b>	<b>967,155</b>	<b>1,000,021</b>	<b>1,034,018</b>

<b>NET OPERATING INCOME</b>	<b>1,022,929</b>	<b>1,041,702</b>	<b>1,060,702</b>	<b>1,079,926</b>	<b>1,099,371</b>	<b>1,119,033</b>	<b>1,138,908</b>	<b>1,158,992</b>	<b>1,179,280</b>	<b>1,199,766</b>
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Replacement Reserve Deposit	27,000	27,000	27,000	27,000	27,000	27,000	27,000	27,000	27,000	27,000
Operating Reserve Deposit	0	0	0	0	0	0	0	0	0	0
<b>Cash Flow Available for Debt Service</b>	<b>995,929</b>	<b>1,014,702</b>	<b>1,033,702</b>	<b>1,052,926</b>	<b>1,072,371</b>	<b>1,092,033</b>	<b>1,111,908</b>	<b>1,131,992</b>	<b>1,152,280</b>	<b>1,172,766</b>

DEBT SERVICE	Year-19	Year-20	Year-21	Year-22	Year-23	Year-24	Year-25	Year-26	Year-27	Year-28
Perm, 40 yrs, 4.75%	600,525	600,525	600,525	600,525	600,525	600,525	600,525	600,525	600,525	600,525

<b>DISTRIBUTABLE CASH FLOW</b>	<b>395,404</b>	<b>414,177</b>	<b>433,177</b>	<b>452,401</b>	<b>471,846</b>	<b>491,508</b>	<b>511,383</b>	<b>531,467</b>	<b>551,755</b>	<b>572,241</b>
MGP Fee	9,287	9,613	9,949	10,297	10,658	11,031	11,417	11,816	12,230	12,658
LP Fee	9,287	9,613	9,949	10,297	10,658	11,031	11,417	11,816	12,230	12,658
GP Asset Management Fee	9,287	9,613	9,949	10,297	10,658	11,031	11,417	11,816	12,230	12,658
Deferred Developer Fee	0	0	0	0	0	0	0	0	0	0
Residual Receipt Lenders CF Split	183,771	192,670	201,665	210,755	219,937	229,208	238,567	248,009	257,533	267,134
CalHFA Gap Loan(27.77K/unit)	65,167	68,323	71,512	74,736	77,992	81,280	84,598	87,947	91,324	94,728
Town loan-residual receipt	43,010	45,093	47,198	49,326	51,475	53,644	55,835	58,045	60,274	62,521
TTCF -Martis Foundation	43,010	45,093	47,198	49,326	51,475	53,644	55,835	58,045	60,274	62,521
Lester Family	19,550	20,497	21,454	22,421	23,398	24,384	25,379	26,384	27,397	28,418
Tahoe Airport Distrcit	13,033	13,665	14,302	14,947	15,598	16,256	16,920	17,589	18,265	18,946
GPs CF Split	183,771	192,670	201,665	210,755	219,937	229,208	238,567	248,009	257,533	267,134
<b>NET CASH FLOW</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

29



Development Name:  
 Total Number of Units:

23-Oct-17

RENTAL INCOME	Year-29	Year-30
Studio	0	0
Studio	0	0
Studio	0	0
Studio	475,901	487,798
Studio Market	71,874	73,671
1BR	0	0
1BR (Sec. 8(6))	93,436	95,772
1BR Sec. 8(11)	208,985	214,210
1BR	430,620	441,386
1BR Market	179,685	184,177
2BR	0	0
2BR Sec. 8 (1)	18,519	18,982
2BR Sec. 8(4)	90,561	92,825
2BR	70,364	72,124
2BR Market	86,249	88,405
3BR	0	0
3BR Sec. 8 (1)	21,299	21,831
3BR Sec. 8(2)	52,132	53,436
3BR Market	150,935	154,708
Unit Subtotal	0	0
1BR Mgr	0	0
TOTAL RENTAL INCOME	1,950,560	1,999,324

OTHER INCOME	Year-29	Year-30
Other Income 1 Laundry	17,250	17,681
Sec. 8 Subsidy	279,374	286,358
Other Income 3 Interest/vending	6,469	6,630
Parking	23,958	24,557
Retail Space	166,268	170,425
TOTAL OTHER INCOME	493,318	505,651

TOTAL INCOME	2,443,878	2,504,975
Less Vacancy Allowance (res)	-112,683	-115,500
Less Vacancy Allowance (comm)	-41,567	-42,606
GROSS INCOME	2,289,628	2,346,869

OPERATING EXPENSES	Year-29	Year-30
Management Fees	127,340	131,797
Administration	81,225	84,068
Payroll	332,762	344,409
Maintenance	235,815	244,069
Utilities	168,634	174,536
Insurance	53,766	55,648
Service Amenities	0	0
Railyard CFD	0	0
Property Taxes & Assessments	69,641	71,034
TTL OPER. EXPENSES	1,069,184	1,105,561

NET OPERATING INCOME	1,220,444	1,241,308
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Replacement Reserve Deposit	27,000	27,000
Operating Reserve Deposit	0	0
Cash Flow Available for Debt Service	1,193,444	1,214,308

DEBT SERVICE	Year-29	Year-30
Perm, 40 yrs, 4.75%	600,525	600,525

DISTRIBUTABLE CASH FLOW	592,919	613,783
MGP Fee	13,101	13,559
LP Fee	13,101	13,559
GP Asset Management Fee	13,101	13,559
Deferred Developer Fee	0	0
Residual Receipt Lenders CF Split	276,808	286,552
CalHFA Gap Loan(27.77K/unit)	98,159	101,614
Town loan-residual receipt	64,785	67,065
TTCF -Martis Foundation	64,785	67,065
Lester Family	29,448	30,484
Tahoe Airport District	19,632	20,323
GPs CF Split	276,808	286,552
	0	0
NET CASH FLOW	0	0

PART VIII. BASIS, CREDIT AMOUNTS, OPERATING EXPENSES & INCOME

Truckee Railroads

A. Development Budget

LAND COST ACQUISITION	PERMANENT SOURCES													
	TOTAL PROJECT COST	RESIDENTIAL COST	COMMERCIAL COST 2.3000%	Tax Credit Equity	1. Perm Cal-HEFA Loan	Land Contribution	Town Loan	Morris Foundation Loan	Cal-HEFA Gen Loan	Holiday Development Gen Loan	HCD Infl Funds	3. Deferred Developer Fees	70% PVC for New Construction/ Rehabilitation	30% PVC for Acquisition
Land Cost or Value	1,681,000	1,642,337	\$38,663			1,681,000							XXXXXXXXXX	XXXXXXXXXX
Demolition	0	0	0	0									XXXXXXXXXX	XXXXXXXXXX
Legal	0	0	0	0									XXXXXXXXXX	XXXXXXXXXX
Total Land Cost or Value	\$1,681,000	\$1,642,337	\$38,663	\$0		\$1,681,000		\$0				\$0	XXXXXXXXXX	XXXXXXXXXX
Existing Improvements Value	0	0	0	0									XXXXXXXXXX	XXXXXXXXXX
Off-Site Improvements	1,281,600	1,252,123	\$29,477	\$0							1,281,600	\$0	XXXXXXXXXX	XXXXXXXXXX
Total Acquisition Cost	\$1,281,600	\$1,252,123	\$29,477	\$0		\$0		\$0			\$1,281,600	\$0	XXXXXXXXXX	XXXXXXXXXX
REHABILITATION														
Site Work	0	0	0	0									881,600	\$681,600
Structures	0	0	0	0									0	0
General Requirements	0	0	0	0									0	0
Contractor Overhead	0	0	0	0									0	0
Contractor Profit	0	0	0	0									0	0
Prevailing Wages	0	0	0	0									0	0
General Liability Insurance	0	0	0	0									0	0
Total Rehab. Costs	\$0	\$0	\$0	\$0		\$0		\$0				\$0	\$0	\$0
NEW CONSTRUCTION														
Site Work	1,200,000	1,172,400	27,600	27,600		1,172,400							1,172,400	
Structures	15,900,000	15,534,300	365,700	3,297,293		6,052,707		1,650,000	2,500,000	750,000			15,534,300	
General Requirements	1,026,000	1,002,402	23,598	23,598		1,002,402							1,002,402	
Contractor Overhead	342,000	334,134	7,866	7,866		334,134							334,134	
Contractor Profit	1,026,000	1,002,402	23,598	23,598		1,002,402							1,002,402	
Prevailing Wages	0	0	0	0		0							0	
Builders Risk Ins.	90,000	87,930	2,070	2,070		87,930							87,930	
General Liability Insurance	35,000	34,195	805	805		34,195							34,195	
Total New Construction Costs	\$19,619,000	\$19,167,763	\$451,237	\$3,382,830		\$9,686,170		\$1,650,000	\$2,500,000	\$750,000	\$0	\$0	\$19,167,763	\$0

California Tax Credit Allocation Committee  
Low Income Housing Tax Credit Application

February 2, 2007

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	TOTAL PROJECT COST	RESIDENTIAL COST	COMMERCIAL COST	Tax Credit Equity	1. Perm		Land Contribution	Town Loan	Mortgage	Habitat Development Gap Loan	ICD Infill Funds	3. Deferred Developer Fees	70% PVC for New Construction/ Rehabilitation	30% PVC for Acquisition
					Cal-HFA	Cal-HFA								
ARCHITECTURAL FEES														
Design	500,000	488,500	11,500	488,500	11,500								488,500	
Supervision	0	0	0	0	0								0	
Total Architectural Costs	\$500,000	\$488,500	\$11,500	\$488,500	\$11,500							\$0	\$488,500	\$0
Total Survey & Engineering	\$600,000	\$586,200	\$13,800,000	\$586,200	\$13,800							\$0	\$586,200	\$0
CONST. INTEREST & FEES														
Const. Loan Interest	450,000	439,650	10,350	439,650	10,350								439,650	
Origination Fee	\$146,000	142,642	3,358	142,642	3,358								142,642	
Credit Enhance. & App. Fee	15,000	14,655	345	14,655	345								14,655	
Taxes	15,000	14,655	345	14,655	345								14,655	
Insurance	95,000	92,815	2,185	92,815	2,185								92,815	
Title And Recording	35,000	34,195	805	34,195	805								34,195	
Total Const. Interest & Fees	\$756,000	\$738,612	\$17,388	\$738,612	\$17,388			\$0	\$0			\$0	738,612	0
PERMANENT FINANCING														
Loan Origination Fee	133,000	129,941	3,059	133,000									133,000	
Cal-HFA Issuance fee .0020	33,800	33,023	777	33,800									33,800	
App. Fee CalHFA/CDLAC	15,000	14,655	345	15,000									15,000	
Cal-HFA/Atty. Fee	10,000	9,770	230	10,000									10,000	
Total Perm. Financing Costs	\$191,800	\$187,389	\$4,411	\$191,800	\$0		\$0	\$0	\$0			\$0	191,800	
LEGAL FEES														
Lender Legal Pd. by Applicant	50,000	48,850	1,150	50,000									48,850	
Other (Specify) Borrower Atty	150,000	146,550	3,450	150,000									150,000	
Total Attorney Costs	\$200,000	\$195,400	\$4,600	\$200,000	\$0		\$0	\$0	\$0			\$0	195,400	\$0
RESERVES														
Rent Reserves		0	0	0	0								0	
Capitalized Replacement Reserves		0	0	0	0								0	
* 3-Month Operating Reserves	255,501	255,501		255,501									255,501	
Total Reserve Costs	\$255,501	\$255,501	\$0	\$255,501	\$0		\$0	\$0	\$0			\$0	255,501	
Total Appraisal Costs	\$10,000	\$9,770	\$230	\$10,000	\$0		\$0	\$0	\$0			\$0	9,770	

Note: Synchronization Costs may not be included as a project cost. \*Operating Reserve is required - Regulation Section 10327(c)(9)(C).

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TOTAL CONSTRUCTION CONTINGENCY COSTS	TOTAL PROJECT COST	RESIDENTIAL COST	COMMERCIAL COST	Tax Credit Equity	I. Perm Cal-HEA	Land Contribution	Town Loan	Mortis	Holiday Development Gap Loan	HCD Infill Funds	3. Deferred Developer Fees	70% PVC for New Construction/ Rehabilitation	30% PVC for Acquisition
OTHER													
T/CAC App/Allow/Monitor Fees	47,991	47,991		47,991								XXXXXXX	XXXXXXX
Environmental/Energy Audit	30,000	29,310		30,000								29,310	
Local Dev. Impact Fees	1,623,245	1,587,864		219,881	1,405,364							1,587,864	
Permit Processing Fees	90,000	87,930		2,070	87,930							87,930	
Soft Cost Contingency	100,000	97,700		100,000								97,700	
Marketing	50,000	48,850		50,000								XXXXXXX	XXXXXXX
Furnishings	60,000	58,620		60,000								58,620	
Market Study	7,500	7,328		7,500								7,328	
Other (Specify) Cons Audit	20,000	19,540		20,000								19,540	
Total Other Costs	\$2,030,736	\$1,985,133		\$45,603	\$1,493,294							\$1,888,292	\$0
Subtotals	\$28,100,337	\$27,461,003		\$639,334								\$1,888,292	\$0
Total Project Cost		Total Residential	Total Commercial			Subtotal Eligible	Subtotal Eligible	Subtotal Eligible Basis*					
DEVELOPER COSTS													
Developer Overhead/Profit	3,095,900	3,000,000	95,900	1,778,085							1,317,815	3,000,000	\$0
Consultant/Processing Agent	0	0	0									0	0
Project Administration	0	0	0									0	0
Syndicator Consulting Fees	0	0	0									0	0
Personal Guarantee Fees	0	0	0									0	0
Construction Management	0	0	0									0	0
Oversight by Developer	0	0	0									0	0
Other (specify)	0	0	0									0	0
Total Developer Costs	\$3,095,900	\$3,000,000	\$95,900	\$1,778,085	\$0	\$0	\$0	\$0	\$0	\$0	\$3,500,000	\$3,000,000	\$0
TOTAL PROJECT COSTS	\$31,196,237	\$30,461,003	\$755,235	\$9,121,245	\$11,244,577	\$1,681,000	\$1,650,000	\$1,650,000	\$0	\$750,000	\$1,281,600	\$7,636,862	\$0
Note: Syndication Costs may not be included as a project cost. *Calculate Maximum Developer Fee pursuant to Regulation 10327(c)(2) using these eligible basis subtotals. Reminder: Developer cost limits are different than basis limits.													
Total Eligible Basis \$27,636,862													

Exhibit B  
Airport District Guidelines

**SUBJECT: COMMUNITY SPONSORSHIPS AND AGENCY PARTNERSHIPS**

**PURPOSE:** To provide guidelines for the prudent and transparent management and administration of community sponsorships and public agency partnerships to ensure the best value of TTAD's investment and overall community benefit. The Policy will assure a fair and open process is used in the allocation of community sponsorship and public agency partnership funds.

## **SECTION I – POLICY OVERVIEW**

The Truckee Tahoe Airport District ("District") is furthering its mission which is to provide a high level of benefit and value to all Airport District constituents. Based on available funds, the District may provide 1) sponsorships to non-profits and 2) partnerships with local public agencies that provide a high level of benefit to the constituents of the Airport District. To achieve the purpose of this policy, the following categories are established:

1. Community Sponsorship - \$0 to \$3,000. (See Section II of Policy)
2. Agency Partnership - \$3,001 or more. (See Section III of Policy)

The following definitions apply to all sponsorship and agency partnership categories. t. Each category of the policy has funding limits, processes, and eligibility criteria. The District funds specific programs, events or projects as opposed to organizations or public agencies in general. Therefore, requests for funding must be for programs operated by an organization or public agency as opposed to a contribution to general operating expenses. The intent is that the public will receive cultural, educational, entertainment, or safety enhancements or value from the program enhancing the awareness of and goodwill towards the District.

### **COMMON DEFINITIONS:**

Definitions in this section apply to all sponsorship/partnership categories:

- a. **District:** For the purposes of this policy, "District" shall refer to the Truckee Tahoe Airport District (TTAD).
- a. **Community Sponsorship:** A sponsorship in cash to the organization or public agency which may be used to offset the costs of specific programs, outreach, and events in return for benefit to District constituents and recognition of the District and its mission. Community Sponsorships are primarily for non-profit entities.

- b. **Agency Partnerships:** Public Agency and or taxing agency, town, county, or local government where a specific defined airport benefit, improvement of District property, shared equipment, and/or enhanced safety is realized.

**Community Sponsorship Fund:** Funds set aside by the District each year to provide sponsorship and support for community programs, outreach, and events.

- c. **In-Kind Sponsorship:** Any services requiring use of District property, equipment, or resources of any means other than cash. This includes, but is not limited to staffing for events, equipment, or events and projects that require multiple days/weeks/months to complete. Donation/trade of available hangar space for storage for non-profit or other public agencies is included.
- d. **Partnerships with Non-profits:** Common service that has district and public benefit as a result: involves education, recreation, and environment or services that can potentially offset district cost; may be used to offset the costs of specific programs, outreach, and events. Subject to board approval; the board can award increased funding at their discretion.
- e. **Organization:** Includes educational institutions, public agencies, service clubs or groups, for-profit entities, and not-for-profit agencies and corporations registered to do business in the State of California or Nevada. Nevada not-for-profit agencies and for-profit entities will be considered for sponsorships if they are significantly serving residents of the District.
- f. **Program:** A celebration, event, fundraiser, athletic, cultural, or educational activity that demonstrates a public benefit and/or community program held for the primary purpose of raising funds for a non-profit organization and for which other intrinsic cultural, athletic, entertainment, or educational value is provided for the benefit of constituents and the advancement of the District's mission.
- g. **Sphere of Influence:** All areas within the political boundaries of the Airport District. Sphere of Influence may also extend to areas outside District political boundaries where the District and communities are served and potentially impacted by airport operations.
- h. **Constituent:** A constituent of the District includes residents, property owners, community members, and voters within the District's political boundaries. Constituents may also include individuals and groups outside the District's political boundaries, but within its Sphere of Influence.

## **IMPROVEMENTS TO DISTRICT ASSETS OR PROPERTY**

The Board of Directors, in partnership with other public agencies, may choose to fund improvements or enhancements to District assets, which is any interest in real property, or equipment that the District owns in full or in partnership through written agreements with other public agencies. The District reserves the right to fund improvements or enhancements to these District assets or interests to assure the continued viability, upkeep, and/or public benefit of those District assets and interests.

## **SECTION II - COMMUNITY SPONSORSHIP (\$0 - \$3,000)**

The District recognizes the importance of providing support for community events and programs that are held for the general benefit of the community. Support of non-profit organizations serving the District's constituents; such as, but not limited to: arts and humanities, cultural, athletic, health care, human services, and educational enrichment and/or promotion of the Truckee Tahoe Airport District's mission of community enhancement. In order to expand awareness to the airport as well as a wide range of experiences and community connections for all its residents, the District provides limited assistance, if the budget allows, through in-kind and cash sponsorships to local organizations in support of community programs that serve a TTAD, community, and public purpose.

### **PROCESS**

A one page application is available online on the District website or available at the District Office. Community sponsorship applications are approved by District Senior Staff. Cash sponsorships for eligible organizations, events, and programs will be considered upon filing a sponsorship application with the monetary and/or in-kind sponsorship requests no less than 30 days and no more than six months before the program or event date. Sponsorships will only be provided for services, programs, and organizations meeting the eligibility criteria stated in this Policy.

Cash and in-kind sponsorship applications will be processed as they are received. Cash sponsorship applications shall be reviewed for District benefit, eligibility, and financial impact by a Committee made up of the Director of Aviation and Community Services, Director Operations and Maintenance, Director of Finance and Administration, and the General Manager. Application processing and approval time line is typically 30 days or less.

The TTAD Director of Aviation and Community Services shall be responsible for accounting for the community sponsorship fund; shall keep a listing of all organizations, events, and programs receiving sponsorships through this program; and shall maintain a balance of funds available. Special event requirements and other requirements must be followed according to District policies and instructions. Failure to comply will result in the organization being ineligible for future sponsorships for a period of two years from written notice.

### **APPLICATION REQUIREMENTS**

Each applicant will be required to submit:

- 1) A community sponsorship application on a form detailing the organization, program or event including dates, times, and location, the local office/headquarters of the organization, the organization's purpose/mission, and how the proposed program, partnership or event will benefit residents of the Truckee Tahoe Airport District.
- 2) Current proof of 501(c)(3), and/or other non-profit status must be provided (if applicable as determined by the District).
- 3) A copy of the program's sponsorship criteria/guidelines that outlines the program's sponsorship categories and benefits of sponsorships at various levels.
- 4) Incomplete applications will be returned to the applicant and will not be processed.



- 5) The Truckee Tahoe Airport District may request additional information as necessary.

## FUNDING LIMITS

The Board of Directors shall determine the community sponsorship fund balance during the budget process each year. Community sponsorships may be provided to eligible organizations. Cash or in-kind donation sponsorships typically shall not exceed \$3,000 or two awards per organization, per fiscal year (whichever is met first) unless otherwise approved by the Application Review Committee or Board of Directors.

## ELIGIBILITY CRITERIA

- 1) The Truckee Tahoe Airport District will not award community sponsorships to any religion, church, creed or sectarian organization to promote religious purposes. Religious organizations are not excluded from sponsorships; however, the purpose of the program must be as described in the definitions section of this policy and shall not serve to promote a religious message as the primary purpose.
- 2) Political organizations and/or individual campaigns are not eligible for sponsorships for programs they conduct.
- 3) Programs that discriminate on the basis of age (40 and above), race, religion, gender, gender identity or gender expression, sexual orientation, genetic information, marital status, disability, ancestry or national origin are not eligible for sponsorship funds.
- 4) Individuals are not eligible for sponsorships.
- 5) For-profit organizations holding fundraiser programs must identify a 501(c)(3) or California not-for-profit corporation as a recipient of the program proceeds and provide acknowledgement of receipt of said proceeds from that non-profit organization.
- 6) For-profit organizations are not eligible for community sponsorships for promotional programs for which the organization/corporation or its employees or officers will gain personal financial benefit (i.e., a sales promotion).
- 7) All programs or events must provide a benefit to the Districts' constituents or those living in the Districts' sphere of influence; and the organizations programs or events must principally serve District constituents.
- 8) Programs must be open to the public and charge only nominal and reasonable participant fees where such fees and associated revenue are used to offset program costs or are part of the fundraising effort.
- 9) The sponsoring organization must also agree to do the following (failure to do so will result in future ineligibility for a period of two years from written notice):
  - a. Obtain all required permits, clearances, insurances, and program authorizations within time restraints and in compliance with local, State, and Federal laws and any applicable Truckee Tahoe Airport District policies and procedures.
  - b. Acknowledge the support of the Truckee Tahoe Airport District where appropriate, and include on all printed information and advertising related to the event for which sponsorship was provided the following statement: *"Major funding provided in part by the Truckee Tahoe Airport District"* or other logo approved by the General Manager.

- c. Allow the District to have a sponsor booth at the program/event if the Truckee Tahoe Airport District so desires (at programs/events where a sponsorship booth is appropriate) for the purposes of distributing information regarding the programs and community services the District provides. This booth and space and admission to the event shall be provided at no cost to the District. If necessary the District can provide its own booth and setup.
  - d. Community Sponsorship recipients must agree to erect a banner (if appropriate) recognizing the District's support of the event or program. This banner shall be erected at the facility for the duration of the program or event. The verbiage of the banner shall be determined by the General Manager. The actual banner, if not provided as part of sponsorship, will be provided by the Truckee Tahoe Airport District in accordance with the size requirements of the event or program.
  - e. Provide the District with whatever benefits are afforded other sponsors of similar sponsorship levels (i.e., logo display, sponsor table, advertising benefits, etc.).
- 10) Individuals or organizations or public agencies that have been named in a lawsuit involving the District or have pending litigation with the District are ineligible for sponsorship/donation, until such matters have been resolved.

## **SECTION III – AGENCY PARTNERSHIP (\$3,001 OR MORE)**

The District recognizes the importance of providing support for community events, programs, and projects held for the general benefit of the community. The District also realizes that some requests may require a significant financial commitment (\$3,001 or more) on behalf of the District. The Agency Partnership program is aimed at:

- Forming active and mutually beneficial relationships with organizations and/or public agencies
- Providing benefit and value to the common constituents of both the District and the partnering agency

In addition, Agency Partnerships will:

- Be responsive to community needs
- Build value for the Airport District; and
- Reflect the Truckee Tahoe Airport District's Mission

Funding for Agency Partnerships shall be established by the Board of Directors each year during the annual budget process. The District's fiscal year begins October 1<sup>st</sup> of each year and ends on September 30<sup>th</sup> the following year.

### **PROCESS**

The District will carefully consider Agency Partnership requests that match its mission statement and goals while also providing an aviation benefit to the District and/or a mutual benefit to the District and the partner public agency. Agency Partnership opportunities will be reviewed on a case by case basis as they are presented to the District. Agency Partnerships with the District will only be considered when endorsed through a formal motion or resolution with findings approved by the governing board by another local public agency with an elected or appointed board. Agency Partnerships will first be reviewed by District staff to ensure they meet all the eligibility criteria. Once this determination has been made, each request will be presented to the TTAD Board of Directors for their determination and/or approval.

### **FUNDING LIMITS**

The Board of Directors shall determine the Agency Partnership fund balance during the budget process each year. The Board of Directors may at their discretion use Community Outreach Unrestricted Net Assets to fund Agency Partnerships.

### **ELIGIBILITY CRITERIA**

- 1) Agency Partnerships with the District will only be considered when endorsed, through a formal motion or resolution with findings approved by the governing board, by another local public agency with an elected or appointed board. Non-profit and community organizations are eligible when in partnership with a public agency, and are named as such in the formal motion or resolution.).
- 2) The motion approved by the public agency governing board should:

- a. Describe the public benefit of the request and/or partnership opportunity
  - b. Outline what the partnering agency intends to contribute to the request
  - c. Express support for the requested event, program, or project
  - d. if applicable, name the partnering non-profit organization.
- 3) State and Federal Agencies are not eligible for funding.
  - 4) The Truckee Tahoe Airport District will not award Agency Partnerships to any religion, church, creed or sectarian organization to promote religious purposes. Religious organizations are not excluded from Agency Partnerships; however, the purpose of the program must be as described in the definitions section of this policy and shall not serve to promote a religious message as the primary purpose.
  - 5) Political organizations and/or individual campaigns are not eligible for Agency Partnerships for programs they conduct.
  - 6) Programs that discriminate on the basis of age (40 and above), race, religion, gender, gender identity or gender expression, sexual orientation, genetic information, marital status, disability, ancestry or national origin are not eligible for Agency Partnership funds.
  - 7) Individuals are not eligible for funding.
  - 8) For-profit organizations holding fundraiser programs must identify a 501(c)(3) or California not-for-profit corporation as a recipient of the program proceeds and provide acknowledgement of receipt of said proceeds from that non-profit organization.
  - 9) For-profit organizations are not eligible for Agency Partnerships.
  - 10) All programs or events must provide a benefit to the Districts' constituents or those living in the Districts' sphere of influence; and the organizations programs or events must principally serve District constituents.
  - 11) Programs must be open to the public and charge only nominal and reasonable participant fees where such fees and associated revenue are used to offset program costs or are part of the fundraising effort.
  - 12) The public agency must also agree to do the following (failure to do so will result in future ineligibility for a period of two years from written notice):
    - a. Obtain all required permits, clearances, insurances, and program authorizations within time restraints and in compliance with local, State, and Federal laws and any applicable Truckee Tahoe Airport District policies and procedures.
    - b. Permanently acknowledge the support of the Truckee Tahoe Airport District where appropriate, and include on all printed information and advertising related to the event for which sponsorship was provided the following statement: *"Major funding provided in part by the Truckee Tahoe Airport District"* or other logo approved by the General Manager.
    - c. Allow the District to have a sponsor booth at the program/event if the Truckee Tahoe Airport District so desires (at programs/events where a sponsorship booth is appropriate) for the purposes of distributing information regarding the programs and community services the District provides. This booth shall be provided at no cost to the District. If necessary the District will provide its own booth and setup.

- d. Partnership recipients must agree to erect a banner (if appropriate) recognizing the District's support of the event or program. This banner shall be erected at the facility for the duration of the program, event, facility, or equipment. The verbiage of the banner shall be determined by the General Manager. The actual banner, if not provided as part of sponsorship, will be provided by the Truckee Tahoe Airport District in accordance with the size requirements of the event or program.
  - e. Provide the District with whatever benefits are afforded other sponsors of similar sponsorship or partnership levels (i.e., logo display, sponsor table, advertising benefits, etc.).
  - f. The public agency receiving such funds shall extend any and all benefits, discounts, or access to the facilities that are extended to the residents of the public agency to all residents of the Truckee Tahoe Airport District on the same terms and conditions.
- 13) Individuals or organizations or public agencies that have been named in a lawsuit involving the District or have pending litigation with the District are ineligible for sponsorship/donation, until such matters have been resolved.
- 14) Applicants must be of upstanding moral and public character. Applicants have a fiduciary responsibility to maintain a public image that corresponds with that of the District's mission and core values.
- 15) In cases of a significant financial partnership commitment, if funding is approved, the District shall require, as a condition of providing such funding assistance, all of the following:
- a. That the public agency receiving such funds shall extend any and all benefits, discounts, or access to the facilities that are extended to the residents of the public agency to all residents of the Truckee Tahoe Airport District on the same terms and conditions.
  - b. Permanent acknowledgement of the Airport District's participation to the District's satisfaction.
  - c. That the recipient of funds execute in favor of the District a Release and Covenant Not to Sue by the Aircraft utilizing that airport or the fund recipient's use of their real property, fund recipient as to:
    - i. Any claimed damages or adverse impacts of the Truckee Tahoe Airport,
    - ii. Aircraft utilizing that airport or the fund recipient's use of their real property,
    - iii. Any land use restrictions or increased structural requirements imposed by the Truckee Tahoe Land Use Commission's Compatible Land Use Plan, whether currently in effect or as may be later adopted.



Lisa Wallace – Board President

**REGIONAL HOUSING AUTHORITY  
STAFF REPORT**

**Date:** December 6, 2017  
**To:** Board of Commissioners  
**From:** Gustavo Becerra, Executive Director

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**SUBJECT:** Tenant Commissioner Term Expiration  
**RECOMMENDATION:** Re-Appointment of Tenant Commissioner  
**FISCAL IMPACT:** Not applicable

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**Background**

Commissioner Suzanne Gallaty has been the Tenant Commissioner representative on the Board of Commissioners since November 2010, and her term as Tenant Commissioner expired in February, 2017.

Staff advertised the position to interested residents and received three (3) applications. Interviews were conducted by Chairperson Dan Miller, Executive Assistant/HR Coordinator Jennifer Ruiz, and myself on October 4, 2017.

**Recommendation**

It is recommended that the Board of Commissioners of the Regional Housing Authority support the reappointment of Tenant Commissioner Suzanne Gallaty to the Governing Bodies for their approval.

Submitted by:

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Gustavo Becerra, Executive Director

**REGIONAL HOUSING AUTHORITY**

**STAFF REPORT**

Date: December 6, 2017

To: Board of Commissioners

From: Pattra Runge, Occupancy Manager

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SUBJECT: Quarterly Occupancy (Q3-2017) report for quarter ending September 30, 2017

RECOMMENDATION: Update Only

FISCAL IMPACT: Budget based allocations per funding sources

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**Housing and Urban Development (HUD) Funded Programs:**

Program	Units Available	July	August	September
Public Housing (Yuba City, Live Oak)	171	169	169	171

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

Development	Units Available	July	August	September
USDA/Farm Labor (Yuba City)	188 (152)	151	151	151
Centennial Arms (Live Oak)	21	21	21	21
Butte View (Live Oak)	31	31	29	31

**Office of Migrant (OMS) Services**

Development	Units Available	July	August	September
Migrant Center (Yuba City)	71	71	71	71

**Local Camp 35 (LC35):**

Development	Units Available	July	August	September
Transitional Trailer (Yuba City)	1	1	1	1
Trailer Park (Yuba City)	8	8	8	8

**RHA Owned and/or Managed Affordable Housing Properties:**

Development	Units Available	July	August	September
Kingwood Commons (Yuba City)	63	62	62	62
Devonshire (Colusa)	29	26	27	28
Percy Avenue (Yuba City)	8	8	8	8

Homes2Families (Yuba City)	14	14	14	14
MH-Teesdale-SRO's (Yuba City)	6	6	6	6
Neighborhood Stabilization Program -1 (Yuba City, Live Oak)	9	9	9	9
Neighborhood Stabilization Program-3 (Yuba City)	12	12	12	12

**Sutter Community Affordable Housing/Non-Profit**

Development	Units Available	July	August	September
Town Center (Yuba City)	27	26	27	27
Yolo-Heiken (Yuba City)	5	5	5	5
Maple Park I (Live Oak)	55	53	53	54
Kristen Court (Live Oak)	55	55	54	53

**Commercial Space**

	Units	July	August	September
Miles Market (Yuba City)	1	1	1	1
YCUSD-Bernard (Yuba City)	1	1	1	1
Ampla Health Clinic (Yuba City)	1	1	1	1

**Building Better Partnerships**

Development	Units Available	July	August	September
MH-814 F-SRO's (Marysville)	10	7	8	8
Maple Park II (Live Oak)	34	33	31	32

Comments:

Office of Migrant Services (OMS):

The OMS received an extension. The site will close on November 27, 2017

USDA Rural Development-Richland:

The units needing rehab have started construction, and the waitlist is open to begin preparing for the newly rehabbed units.

Prepared by:   
Pattra Runge/Occupancy Manager

Submitted by:   
Gustavo Becerra/Executive Director



# REGIONAL HOUSING AUTHORITY QUARTERLY REPORT

DATE: December 6, 2017  
 TO: Board of Commissioners  
 FROM: Tom Goodwin, Operations Manager

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SUBJECT: Maintenance and Operations Update

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- Total work orders for July, August and September, 2017, were 1401. Break down as follows:
- Total number of work orders by projects:

Priority & Category	bve	ca	date	devons	h2f	joann	kc	lc-35	mh-tee	mp	nsp	oms	percy	rd	rich	tc	tp	tr-185	tt	vo	yolo	TOTAL
Emergency	8	5	28	7	5	10	29		9	16	6	1	3	89	87	8	2				2	315
Make Ready's	2	1	2	5	2		2		1	2				7	2							26
Routine	52	28	36	43	20	33	121	23	18	47	45	25	11	264	202	65	4		6		11	1054
Scheduled				2		1									3							6
Pest	7	4	7		4	2	13	1	1		8		3	30	35	1			1		1	118
Cancelled				1															1			2
HQS				26			38							43	27	13			1			148
Total Property	62	34	66	57	27	44	152	23	28	65	51	26	14	360	294	73	6		6		13	1401
Pending																						
Completed	62	34	66	56	27	43	152	23	28	65	51	26	14	360	294	73	6		6		13	1399

Prepared By:

Tom Goodwin, Operations Manager

Submitted By:

Gustavo Becerra, Executive Director

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