



Regional Housing Authority of Sutter and Nevada Counties

1455 Butte House Road, Yuba City, CA 95993

Phone: (530) 671-0220, Toll Free: (888) 671-0220

TTY: (866) 735-2929 | Fax: (530) 673-0775

Website: www.rhasnc.org

March 28, 2017

TO: Chairperson Martha Griese
Vice-Chairperson Dan Miller
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 Mike Leahy
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

April 5, 2017

You are hereby notified that the Commissioners of the Regional Housing Authority of Sutter and Nevada Counties are called to meet in Regular Session at **12:15 PM on Wednesday, April 5, 2017 at Richland Neighborhood Center, 420 Miles Avenue, Yuba City, CA 95991.**



Gustavo Becerra
Executive Director

s: No040517



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



AGENDA
REGULAR MEETING
OF THE BOARD OF COMMISSIONERS OF
REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES
Richland Neighborhood Center, 420 Miles Avenue, Yuba City, CA 95991
April 5, 2017, 12:15 PM

- A. CALL TO ORDER: ROLL CALL
- B. PLEDGE OF ALLEGIANCE
- C. PUBLIC PARTICIPATION: Members of the public shall be provided with an opportunity to address the Board on items of interest that are within the subject matter jurisdiction of the Board. Any member of the audience who may wish to bring something before the Board that is not on the agenda may do so at this time; however, State law provides that no action may be taken on any item not appearing on the posted Agenda.
- D. AWARDS AND PRESENTATIONS:
 - 1. Family Self-Sufficiency Graduate Stephanie Nuchiols
Alisha Parker, Occupancy Manager
 - 2. TRIO Program Presentation
Patrick Howard, Managing Director, Applied Residential
- 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.
 - 3. Approval of Minutes – March 1, 2017 pg. 1
- F. OLD BUSINESS: Discussion/Possible Action: NONE
- G. NEW BUSINESS: Discussion/Possible Action:
 - 4. Resolution 17-1494, Family Self-Sufficiency Graduate pg. 7
Stephanie Nuchiols
Alisha Parker, Occupancy Manager

5. Resolution 17-1495, Approval of Agency's Publicly Available Pay Schedule pg. 8
Gustavo Becerra, Executive Director
6. Resolution 17-1496, Approval of Agency Name Change pg. 14
Gail Allen, Chief Financial Officer
7. Approval of Appendix A-5 of Resolution 16-1450 pg. 18
Gustavo Becerra, Executive Director
8. Resolution 17-1497, Trio Program Interagency Cooperative pg. 26
Gustavo Becerra, Executive Director
9. Appointment of Commissioner to the Sutter Community Affordable Housing Board of Directors
Gustavo Becerra, Executive Director

H. ADMINISTRATIVE REPORT:

10. Administrative Update
Gustavo Becerra, Executive Director

I. HOUSING COMMISSIONERS' COMMENTS:

- J. EXECUTIVE SESSION: May be held under California Government Code regarding pending and/or anticipated litigation, property acquisition, and/or personnel issues.

K. NEXT MEETING:

L. ADJOURNMENT

REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES
Minutes
Regular Board Meeting
March 1, 2017

ITEM NO. A - CALL TO ORDER:

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

Vice-Chairperson Miller asked for a moment of silence in memory of Charles Epp.

ITEM NO. A - ROLL CALL:

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

ITEM NO. B. – PLEDGE OF ALLEGIANCE:

Vice-Chairperson Miller led the Pledge of Allegiance.

ITEM NO. C. – PUBLIC PARTICIPATION: NONE

ITEM NO. D.1. – FAMILY SELF-SUFFICIENCY (FSS) GRADUATE TIFFANY HULSEY:

Occupancy Manager Alisha Parker introduced Tiffany Hulseley. Ms. Hulseley began on the FSS program in September 2014 with the goal of obtaining a full-time job. She is currently employed full time at Res Care and was recently promoted to Resident Manager. Ms. Hulseley is also working on becoming a Registered Nurse. Ms. Hulseley is receiving a check in the amount of \$3,131.26.

Ms. Hulseley stated the program is very helpful and assisted her in staying focused on her goals.

ITEM NO. E. - CONSENT CALENDAR:

Commissioner Hodges made a motion to approve the Consent Calendar as submitted. Commissioner Foss made the second. All were in favor by voice vote.

ITEM NO. F. – OLD BUSINESS: NONE

ITEM NO. G. 3. – APPROVAL OF APPENDIX A-4 OF RESOLUTION 16-1450:

Executive Director Gustavo Becerra explained the TRIO program for those new to the Board. He mentioned this is a lease to own program and this property will be the sixth or seventh added

to the portfolio and there will be another one coming at the next meeting.

Commissioner Cardoza made a motion to approve Appendix A-4 of Resolution 16-1450. Commissioner Lofton made the second. The following roll call vote was taken:

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

ITEM NO. G. 4. – APPROVAL OF LEGAL SERVICES REQUEST FOR PROPOSAL:

Mr. Becerra stated staff went out for a Request for Proposal (RFP) for Legal Services in November 2016. A RFP was sent to approximately 70 law firms and only three firms responded. Mr. Becerra shared an Ad Hoc Committee was appointed by the Board and they met on January 11, 2107 to review the RFPs. On February 1, 2017, the committee interviewed the top candidate Rich, Fuidge, Lane & Bordsen, Inc.

Vice-Chairperson Miller explained the committee was looking for a firm that was local, had worked with Housing Authorities, was responsive and it was unanimous that the committee recommended to go with Rich, Fuidge, Lane & Bordsen, Inc.

Commissioner Hodges made a motion to approve the selection of Rich, Fuidge, Lane & Bordsen, Inc. as the Housing Authority's legal services provider, and authorize the Executive Director to execute the legal services contract, and any other required documentation. Commissioner Gallaty made the second. All were in favor by voice vote.

ITEM NO. G. 5. – RESOLUTION 17-1486, FAMILY SELF-SUFFICIENCY GRADUATE TIFFANY HULSEY:

Commissioner Cardoza made a motion to approve Resolution 17-1486, Family Self-Sufficiency Graduate Tiffany Hulsey. Commissioner Leahy made the second. The following roll call vote was taken:

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

ITEM NO. G. 6. – APPROVAL OF LANDSCAPING REQUEST FOR PROPOSAL:

Operations Manager Tom Goodwin stated staff went out for a Request for Proposal (RFP) for

Landscape Services. A RFP was sent to 17 potential contractors where five showed up for the mandatory meeting and four of those contractors turned in a bid. He mentioned Botanica Landscapes was the lowest bidder.

Commissioner Cardoza made a motion to approve the selection of Botanica Landscapes for a one-year contract with a potential for four, one-year extensions, and authorize the Executive Director to execute all required documentation. Commissioner Loudon made the second. All were in favor by voice vote.

ITEM NO. G. 7. – RESOLUTION 17-1487, RECOGNITION OF DUANE OLIVEIRA, LEGAL COUNSEL:

Vice-Chairperson Miller stated Duane Oliveira has been Legal Counsel for the Housing Authority since 1992. He congratulated Mr. Oliveira on the longevity of providing services to the Housing Authority.

Mr. Becerra thanked Mr. Oliveira for his years of service to the Housing Authority and provided him with a gift of appreciation. Mr. Oliveira stated after serving as Legal Counsel for 25 years he decided it was a good time to move on.

Commissioner Hodges made a motion to approve Resolution 17-1487, Recognition of Duane Oliveira, Legal Counsel. Commissioner Lofton made the second. The following roll call vote was taken:

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

ITEM NO. G. 8. – RESOLUTION 17-1488, DEVONSHIRE APARTMENTS COLLECTION LOSS WRITE-OFF IN THE AMOUNT OF \$5.27:

Commissioner Leahy made a motion to approve Resolution 17-1488, Devonshire Apartments Collection Loss Write-Off in the amount of \$5.27. Commissioner Cardoza made the second. The following roll call vote was taken:

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

ITEM NO. G. 9. – RESOLUTION 17-1489, RURAL DEVELOPMENT COLLECTION LOSS WRITE-OFF IN THE AMOUNT OF \$3,078.09:

Commissioner Leahy made a motion to approve Resolution 17-1489, Rural Development Collection Loss Write-Off in the amount of \$3,078.09. Commissioner Cardoza made the second. The following roll call vote was taken:

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

ITEM NO. G. 10. – RESOLUTION 17-1490, PUBLIC HOUSING COLLECTION LOSS WRITE-OFF IN THE AMOUNT OF \$8,659.83:

Commissioner Leahy made a motion to approve Resolution 17-1490, Public Housing Collection Loss Write-Off in the amount of \$8,659.83. Commissioner Cardoza made the second. The following roll call vote was taken:

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

ITEM NO. G. 11. – RESOLUTION 17-1491, HOUSING CHOICE VOUCHER FRAUD RECOVERY COLLECTION LOSS WRITE-OFF IN THE AMOUNT OF \$1,477.00:

Commissioner Leahy made a motion to approve Resolution 17-1491, Housing Choice Voucher Fraud Recovery Collection Loss Write-Off in the amount of \$1,477.00. Commissioner Cardoza made the second. The following roll call vote was taken:

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

ITEM NO. G. 12. – RESOLUTION 17-1492, NEIGHBORHOOD STABILIZATION COLLECTION LOSS WRITE-OFF IN THE AMOUNT OF \$486.00:

Commissioner Leahy made a motion to approve Resolution 17-1492, Neighborhood Stabilization Collection Loss Write-Off in the amount of \$486.00. Commissioner Cardoza made the second. The following roll call vote was taken:

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

ITEM NO. G. 13. – RESOLUTION 17-1493, KINGWOOD COMMONS COLLECTION LOSS WRITE-OFF IN THE AMOUNT OF \$914.39:

Commissioner Leahy made a motion to approve Resolution 17-1493, Kingwood Commons Collection Loss Write-Off in the amount of \$914.39. Commissioner Cardoza made the second. The following roll call vote was taken:

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

ITEM NO. H.14. –FINANCE UPDATE:

Chief Financial Officer Gail Allen went over the report provided in the packet. She stated the proration for Housing Choice Voucher and Public Housing may be lower than what was reported. Ms. Allen shared there was some concern with the amount of money being received in the Housing Choice Voucher program not covering the number of vouchers provided to the Housing Authority.

ITEM NO. H.15. – MAINTENANCE UPDATE:

Mr. Goodwin explained the report provided in the packet. He said this quarter is usually the slowest quarter but for some reason this has been the busiest staff have seen. Mr. Goodwin did not think the numbers were up due to the weather.

ITEM NO. H.16. –OCCUPANCY/ELIGIBILITY UPDATE:

Mrs. Parker mentioned her report is through the end of January. She shared staff is working on getting the Housing Choice Voucher numbers up after the shortfall last year. Mrs. Parker stated the VASH program is doing well in both Nevada County and Yuba City. She said there is an application fair planned for next Thursday, March 9, 2017 with 300 applicants invited for the Housing Choice Voucher program.

Occupancy Manager Pattra Runge stated her report goes through the end of December 2016. She shared there have been many families moving out but staff has been working hard and getting those units ready for a new family to move into. Mrs. Runge also mentioned the Office of Migrant Services seasonal units will be opening on May 1, 2017.

Mrs. Runge stated with the new smoke-free regulations released by HUD, Public Housing units and the entire complex in Richland Housing will be going smoke-free by July 2018. She is currently in the process of creating the policy and working with Sutter County health to provide classes to stop smoking. Mrs. Runge explained staff will be meeting with the residents as much as possible to keep them updated on the status of the change. She mentioned eventually of Housing Authority units will be smoke-free.

ITEM NO. H.17. –ADMINISTRATIVE UPDATE:

Mr. Becerra mentioned the rehabilitation project at the Devonshire Apartments is approximately 30% complete. He stated the agency was shut down Monday and Tuesday due to the evacuation. Mr. Becerra said Mr. Goodwin and himself visited the senior properties in Live Oak to make sure tenants were aware of the situation and provided them contact information if they needed help. He said they also drove around the properties in Yuba City and many were empty with the exception of Kingwood Commons where only about a fourth left.

ITEM NO. I. HOUSING COMMISSIONERS' COMMENTS:

Commissioner Cardoza stated the evacuation process was a learning experience with many meetings taking place to ensure all areas/jurisdictions are on the same page. He also mentioned there will be a community forum concerning the new marijuana laws.

Commissioner Hodges also mentioned there needs to be more education for those involved in different situations.

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: March 15, 2017

ITEM NO. L - ADJOURNMENT: The meeting was adjourned at 1:25 PM in memory of Charles Epp.



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RESOLUTION 17-1494

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

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

WHEREAS, Tiffany Hulseley started in this program on 6/1/2010 and set goals for herself to maintain full-time employment.

WHEREAS, Tiffany met her goals by 4/1/2017 and received sufficient earned income to generate an escrow account in the amount of \$12,609.15.

WHEREAS, Tiffany Hulseley has now "graduated" from the FSS program;

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Regional Housing Authority of Sutter and Nevada Counties congratulates Tiffany Hulseley for her determination to progress to a life that is independent of government assistance and conveys their best wishes for success in all her future endeavors.

This Resolution was approved at the regular meeting of the Board of Commissioners, this 5th day of April 2017.

AYES:

NAYS:

ABSTAINED:

ABSENT:

ATTEST: _____
Chairperson, Martha Greise



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RESOLUTION 17-1495

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE REGIONAL HOUSING AUTHORITY
OF SUTTER AND NEVADA COUNTIES APPROVING THE AGENCY'S PUBLICLY AVAILABLE PAY
SCHEDULE**

WHEREAS, the Regional Housing Authority of Sutter & Nevada Counties (RHASNC) is a member of the California Public Employees' Retirement System, and;

WHEREAS, per the California Code of Regulations, § 570.5. Requirement for a Publicly Available Pay Schedule.

(a) For purposes of determining the amount of "compensation earnable" pursuant to Government Code Sections 20630, 20636, and 20636.1, payrate shall be limited to the amount listed on a pay schedule that meets all of the following requirements:

- (1) Has been duly approved and adopted by the employer's governing body in accordance with requirements of applicable public meetings laws;
- (2) Identifies the position title for every employee position;
- (3) Shows the payrate for each identified position, which may be stated as a single amount or as multiple amounts within a range;
- (4) Indicates the time base, including, but not limited to, whether the time base is hourly, daily, bi-weekly, monthly, bi-monthly, or annually;
- (5) Is posted at the office of the employer or immediately accessible and available for public review from the employer during normal business hours or posted on the employer's internet website;
- (6) Indicates an effective date and date of any revisions;
- (7) Is retained by the employer and available for public inspection for not less than five years; and
- (8) Does not reference another document in lieu of disclosing the payrate.

NOW THEREFORE BE IT RESOLVED by the Board of Commissioners of the Regional Housing Authority of Sutter and Nevada Counties to approve and adopt the Agency's Publicly Available Pay Schedule.



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This Resolution was approved at the Regular Meeting of the Board of Commissioners on April 5, 2017 by the following vote:

AYES:
NAYS:
ABSTAINED:
ABSENT:

(SEAL)

ATTEST: _____
Martha Griese, Chairperson

Regional Housing Authority Serving Sutter and Nevada Counties
 Bi-Weekly Employee Pay Schedules
 Effective April 1, 2014-March 31, 2018
 Revised January 20, 2016, May 4, 2016, April 5, 2017

Represented Employees

Classification	Pay Range	Beginning	End	
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Supervising Maintenance Technician				
4/1/2014		\$ 1,755.29	\$ 2,352.26	
4/1/2015		\$ 1,755.29	\$ 2,352.26	
4/1/2016		\$ 1,790.40	\$ 2,399.30	
4/1/2017		\$ 1,826.20	\$ 2,447.29	

Maintenance Technician II				
4/1/2014		\$ 1,520.69	\$ 2,037.86	
4/1/2015		\$ 1,520.69	\$ 2,037.86	
4/1/2016		\$ 1,551.10	\$ 2,396.46	
4/1/2017		\$ 1,582.13	\$ 2,444.39	

Maintenance Technician I				
4/1/2014		\$ 1,381.88	\$ 1,851.85	
4/1/2015		\$ 1,381.88	\$ 1,851.85	
4/1/2016		\$ 1,409.52	\$ 1,888.89	
4/1/2017		\$ 1,437.71	\$ 1,926.67	

Maintenance Worker				
4/1/2014		\$ 1,260.53	\$ 1,689.22	
4/1/2015		\$ 1,260.53	\$ 1,689.22	
4/1/2016		\$ 1,285.74	\$ 1,723.02	
4/1/2017		\$ 1,311.46	\$ 1,757.48	

Lead Grounds/Maintenance Worker				
4/1/2015		\$ 1,386.64	\$ 1,858.23	
4/1/2016		\$ 1,414.37	\$ 1,895.39	
4/1/2017		\$ 1,442.66	1,933.30	

Laborer				
4/1/2014		\$ 1,216.02	\$ 1,629.60	
4/1/2015		\$ 1,216.02	\$ 1,629.60	
4/1/2016		\$ 1,240.34	\$ 1,662.17	
4/1/2017		\$ 1,265.15	\$ 1,695.42	

Regional Housing Authority Serving Sutter and Nevada Counties
 Bi-Weekly Employee Pay Schedules
 Effective April 1, 2014-March 31, 2018
 Revised January 20, 2016, May 4, 2016, April 5, 2017

Represented Employees

Classification	Pay Range	Beginning	End
Accounting Assistant			
4/1/2014		\$ 1,425.31	\$ 1,910.05
4/1/2015		\$ 1,425.31	\$ 1,910.05
4/1/2016		\$ 1,453.82	\$ 1,948.25
4/1/2017		\$ 1,482.89	\$ 1,987.22

Account Clerk			
4/1/2014		\$ 1,272.71	\$ 1,705.54
4/1/2015		\$ 1,272.71	\$ 1,705.54
4/1/2016		\$ 1,298.16	\$ 1,739.66
4/1/2017		\$ 1,324.13	\$ 1,774.46

Housing Inspector			
4/1/2014		\$ 1,474.08	\$ 1,975.41
4/1/2015		\$ 1,474.08	\$ 1,975.41
4/1/2016		\$ 1,503.56	\$ 2,014.92
4/1/2017		\$ 1,533.63	\$ 2,055.21

Family Self Sufficiency Coordinator			
4/1/2014		\$ 1,474.08	\$ 1,975.41
4/1/2015		\$ 1,474.08	\$ 1,975.41
4/1/2016		\$ 1,503.56	\$ 2,014.92
4/1/2017		\$ 1,533.63	\$ 2,055.21

Eligibility Specialist			
4/1/2014		\$ 1,344.20	\$ 1,801.36
4/1/2015		\$ 1,344.20	\$ 1,801.36
4/1/2016		\$ 1,371.08	\$ 1,837.38
4/1/2017		\$ 1,398.51	\$ 1,894.03

Eligibility Clerk			
4/1/2014		\$ 1,147.71	\$ 1,538.05
4/1/2015		\$ 1,147.71	\$ 1,538.05
4/1/2016		\$ 1,170.66	\$ 1,568.80
4/1/2017		\$ 1,194.08	\$ 1,600.18

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Regional Housing Authority Serving Sutter and Nevada Counties
 Bi-Weekly Employee Pay Schedules
 Effective April 1, 2014-March 31, 2018
 Revised January 20, 2016, May 4, 2016, April 5, 2017

Represented Employees

Classification	Pay Range	Beginning	End
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Apartment Manager			
4/1/2014		\$ 1,334.02	\$ 1,787.71
4/1/2015		\$ 1,334.02	\$ 1,787.71
4/1/2016		\$ 1,360.70	\$ 1,823.47
4/1/2017		\$ 1,387.91	\$ 1,859.94

Receptionist			
4/1/2014		\$ 1,026.04	\$ 1,374.99
4/1/2015		\$ 1,026.04	\$ 1,374.99
4/1/2016		\$ 1,046.56	\$ 1,402.49
4/1/2017		\$ 1,067.49	\$ 1,430.54

Senior Development & Rehab Specialist			
4/1/2014		\$ 1,939.60	\$ 2,599.26
4/1/2015		\$ 1,939.60	\$ 2,599.26
4/1/2016		\$ 1,978.39	\$ 2,684.24
4/1/2017		\$ 2,017.96	\$ 2,737.92

Development & Rehab Specialist (* This position is currently Y-Rated to Maintenance Technician II effective 8/6/14)			
4/1/2014		\$ 1,766.60	\$ 2,367.41
4/1/2015		\$ 1,766.60	\$ 2,367.41
4/1/2016		\$ 1,801.93	\$ 2,414.76
4/1/2017		\$ 1,837.97	\$ 2,463.06

Loan Analyst			
4/1/2015		\$ 1,630.18	\$ 2,184.59
4/1/2016		\$ 1,662.78	\$ 2,228.29
4/1/2017		\$ 1,696.04	\$ 2,272.85

Program Assistant			
4/1/2014		\$ 1,272.16	\$ 1,704.82
4/1/2015		\$ 1,272.16	\$ 1,704.82
4/1/2016		\$ 1,297.60	\$ 1,738.91
4/1/2017		\$ 1,323.56	\$ 1,773.69

Regional Housing Authority Serving Sutter and Nevada Counties
 Bi-Weekly Employee Salary Schedules
 Effective April 1, 2014-March 31, 2018
 Revised January 20, 2016, May 4, 2016, April 5, 2017

Unrepresented Employees

Classification				Beginning	End
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Executive Assistant/HR Coordinator					
4/1/2016				\$ 1,869.72	\$ 3,270.15
4/1/2017				\$ 1,907.11	\$ 3,335.55

Planning & Community Development Mgr					
4/1/2016				\$ 2,526.76	\$ 4,419.32
4/1/2017				\$ 2,577.30	\$ 4,507.71

Chief Financial Officer					
4/1/2016				\$ 3,337.06	\$ 5,836.54
4/1/2017				\$ 3,403.80	\$ 5,953.27

Operations Manager					
4/1/2016				\$ 2,526.76	\$ 4,419.32
4/1/2017				\$ 2,577.30	\$ 4,507.71

Occupancy Manager					
4/1/2016				\$ 2,110.80	\$ 3,691.80
4/1/2017				\$ 2,153.02	\$ 3,765.64

Assistant Finance Manager					
4/1/2016				\$ 1,855.47	\$ 3,245.23
4/1/2017				\$ 1,892.58	\$ 3,310.13

Assistant PCD Manager					
4/1/2016				\$ 2,234.44	\$ 3,908.05
4/1/2017				\$ 2,279.13	\$ 3,986.21

Contracted Employee

Executive Director					
4/1/2016					\$ 5,008.04
4/1/2017					\$ 5,108.20



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Website: www.rhasnc.org

Resolution 17-1496

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES AUTHORIZING AN AGENCY NAME CHANGE FROM REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES TO REGIONAL HOUSING AUTHORITY

WHEREAS, under the Housing Authorities Law commencing at Section 34200 of the California Health and Safety Code, a County may, upon declaration by Resolution, state the need for a Housing Authority to function within its jurisdiction,

WHEREAS, on March 4, 1946, the County of Sutter Board of Supervisors adopted, through Resolution, the need to establish a Housing Authority to function in Sutter County, under the name Sutter County Housing Authority,

WHEREAS, on October 7, 1992, the City of Live Oak City Council endorsed the creation of an area Housing Authority combining the City of Live Oak, City of Yuba City and County of Sutter,

WHEREAS, on November 9, 1993, the County of Sutter Board of Supervisors approved, through Resolution 93-154, the creation of an area Housing Authority in conjunction with the Cities of Yuba City and Live Oak,

WHEREAS, on December 14, 1993, the City of Yuba City City Council voted, through Resolution 93-147, to approve the creation of an area Housing Authority to be known as the Consolidated Area Housing Authority of Sutter County,

WHEREAS, on December 15, 1993, the City of Live Oak City Council, through Resolution 57-1993, approved the creation of an area Housing Authority to be known as the Yuba City/Live Oak/Sutter County Area Housing Authority,

WHEREAS, on February 16, 1994, the County of Sutter, City of Live Oak and City of Yuba City created the Consolidated Area Housing Authority of Sutter County,

WHEREAS, on May 24, 2011, the County of Nevada Board of Supervisors, through Resolution 11-205, declared the need for the Consolidated Area Housing Authority of Sutter County to absorb their Housing Authority and function within the Nevada County jurisdiction,

WHEREAS, on September 21, 2011, the Consolidated Area Housing Authority of Sutter County Board of Commissioners, through Resolution 11-1236, approved a name change to the Regional Housing Authority of Sutter and Nevada Counties,

WHEREAS, on September 21, 2011, the Regional Housing Authority of Sutter and Nevada Counties Board of Commissioners, through Resolution 11-1238, accepted the transfer

of the Colusa County Housing Choice Voucher program from the State of California, effective October 1, 2011,

WHEREAS, the Yuba County Board of Supervisors, declared the need for the Regional Housing Authority of Sutter and Nevada Counties to absorb their Housing Authority,

WHEREAS, on October 1, 2014, the Regional Housing Authority of Sutter and Nevada Counties Board of Commissioners, through Resolution 14-1347, authorized the consolidation of the Yuba County Housing Authority and the Regional Housing Authority of Sutter and Nevada Counties,

WHEREAS, the Regional Housing Authority of Sutter and Nevada Counties is an independent agency representing the members of its consortium in managing the affordable housing programs of the area, including federal, state and local funds,

WHEREAS, on July 6, 2016, the Regional Housing Authority of Sutter and Nevada Counties Board of Commissioners entered into an agreement with the City of Colusa and Counties of Colusa and Yuba to join the consortium in managing the affordable housing programs in the area, including federal, state and local funds,

WHEREAS, the Regional Housing Authority of Sutter and Nevada Counties continues to maintain dialog with other Housing Authorities to absorb their Housing Choice Voucher programs,

WHEREAS, a name change from the Regional Housing Authority of Sutter and Nevada Counties to the *Regional Housing Authority* (serving the Cities of Live Oak, Yuba City and Colusa along with the Counties of Colusa, Nevada, Sutter and Yuba) more adequately represents the areas in which we serve and does not require additional name changes with the inclusion of other jurisdictions,

NOW, THEREFORE, BE IT RESOLVED that all parties agree to an agency name change from the Regional Housing Authority of Sutter and Nevada Counties to the *Regional Housing Authority*,

BE IT FURTHER RESOLVED THAT:

- The governing body of the renamed *Regional Housing Authority* shall be referred to as the Board of Commissioners and shall consist of two (2) individuals appointed by each the governing bodies and one (1) Tenant Commissioner of the Housing Authority as jointly appointed by the governing bodies upon recommendation of the *Regional Housing Authority* Board of Commissioners.
- Non-tenant Commissioners shall serve a term of four (4) years. Commissioners currently serving their terms shall continue to serve on the new *Regional Housing Authority* Board of Commissioners until the expiration of their term.
- The jointly appointed Tenant Commissioner shall serve a term of two (2) years, but only as long as he/she remains a tenant of the Housing Authority.
- Three-fifths (3/5^{ths}) of the *Regional Housing Authority* Board of Commissioners shall constitute a quorum for the purpose of conducting business, in exercising

its power and for all other purposes. Action may be taken by the Board of Commissioners upon a majority vote and shall select a Chairperson from amongst their number.

- Upon appointment of all required Board of Commissioners, the *Regional Housing Authority* shall be authorized to exercise all of the power and transact all of the business which a Housing Authority is authorized to exercise or transact.
- Pursuant to Health and Safety Code Section 34327, the *Regional Housing Authority* area of operation created by this agreement shall be the combined areas of operations of the participating entities of the Cities of Colusa, Live Oak and Yuba City along with the Counties of Colusa, Nevada, Sutter and Yuba, as well as other entities requesting future inclusion in the *Regional Housing Authority*, as determined by Sections 34208 and 34209 of the Housing Authorities Law.
- It is agreed by and between the parties that since the Counties of Sutter, Nevada and Yuba had previously established a Housing Authority in their jurisdiction, the powers and duties of such Housing Authorities shall be vested in the *Regional Housing Authority*. That with such powers and duties, and pursuant to law, the title of any property owned or held by or in trust for these Housing Authorities, and any debts, demands, liabilities or obligations existing in favor or against these Housing Authorities, and any proceedings of such authorities shall become those of the *Regional Housing Authority* and any and all such titles, debts, demands, liabilities, obligations and proceedings shall be deemed to have the same validity, force and effect as if acquired, incurred, accrued or taken by the *Regional Housing Authority*. Debts, liabilities and obligations of the *Regional Housing Authority* shall under no circumstances be debts, liabilities and obligations of the parties to this agreement.
- Vesting of powers and duties of the *Regional Housing Authority* created in this agreement, shall in no fashion affect or impair the status or rights of any currently employed persons of the *Regional Housing Authority*, and such status and rights shall have the same validity, force and effect as if attained during employment with the *Regional Housing Authority*.
- The Board of Commissioners appointment to the *Regional Housing Authority* Board shall receive necessary traveling and subsistence expenses incurred in the discharge of their duties, but shall receive no other form of compensation for attending meetings of the *Regional Housing Authority* other than the meeting per diem authorized by California law (Health & Safety Code Section 34274).
- The *Regional Housing Authority* Board of Commissioners may employ its own legal counsel for any legal services.
- The *Regional Housing Authority* will acquire appropriate insurance to protect itself in connection with its operations.

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NOW, THEREFORE, BE IT RESOLVED THAT the Board of Commissioners of the Regional Housing Authority of Sutter and Nevada Counties does hereby approve the name change to the Regional Housing Authority; and

BE IT FURTHER RESOLVED THAT the undersigned Chairperson of the Board of Commissioners of the Regional Housing Authority of Sutter and Nevada Counties therefore named does hereby attest and certify that the foregoing is a true and full copy of a Resolution of the Governing Board adopted and effective April 5, 2017, at a meeting duly noticed and at which a quorum of the Board of Commissers was present and which has not been altered, amended or repealed.

AYES:

NAYS:

ABSTAINED:

ABSENT:

BY:

Martha Greise, Chairperson

(SEAL)

APPENDIX A-5
LIST OF PROPERTIES

<u>Address</u>	<u>Action (Date)</u>	<u>Loan Amount</u>
1775 River Run, Linda, CA 95901	Purchase (April 2017)	\$299,466.94

Designated Officer

Date

GOVERNMENT AGENCY SUMMARY

Program Identity: HA-Yuba County
 Investment Management Agreement: **Trio Opportunity Fund**
 Report Status: For Approval
 Report Dated: March 23, 2017
 GA Borrower / Owner on Title: RHASNC



I. TRANSACTION SUMMARY

- * Applicants learned of Trio from an advertisement.
- * Applicant previously had to declare for BK after a divorce. This was discharged in 2015, so is eligible for VA mortgage in August 2017.
- * Employed by the Military and receives military housing allowance.
- * Second attempt as first home did not appraise: inspection to occur.
- * No HOA associated with this development.
- * Home warranty policy to be included.
- * Financing at the FHA loan limit for the County.
- * Trio Option Price is factored from Trio Home Price x1% and is fixed over lease.
- * Trio has approved financing and is recommending approval by RHASNC given all consumer and property underwriting conditions have been met.

II. CUSTOMER SUMMARY

Client ID#	TrioFirst - ###
Lessee Last Name	
Primary Job	
Co-Lessee Last Name	n/a
Co-Lessee Primary Job	n/a
Combined Income	\$103,800
FICO Scores of Applicant(s)	648
Debt-to-Income Ratio	38.3%
Approved Trio Payment	\$2,450
Approved Home Value	\$285,000

Trio Lease Terms:

Trio Lease Term, months	36
Total Monthly Lease Pmt	\$2,380.00

Trio Option Price	\$288,970
Discounted HPA Factor (TrioFirst)	1.00%
TrioSelect Base HPA Factor	2.00%
Mkt Value at End of Term (TrioSelect)	\$306,600
Trio Home Price	\$286,104
Home Purchase Assistance Earned	\$17,630

Lessee Program Costs:

Underwriting & Doc Prep Fee	\$655.00
Healthy Home Maint. Fee	\$0.00
Inception Fee	\$2,861.00
Additional Lessee Funding Req.	\$0
Total Up-front Costs of Lease	\$3,516.00
First Month's Lease Pmt	\$2,380.00
Lessee Funds to Close	\$5,896.00

IV. INVESTMENT SUMMARY

Capital Required:

Equity Funding by TOF	\$19,629.00
FHA Leverage Funding	\$275,025.00
FHA Financing Fee 1.75%	\$4,812.94
Total Funding	\$299,466.94

Leverage Assumptions:

Lender	Cornerstone Home
Leverage %	96.50%
Interest Rate	4.50%
FHA Mortgage P&I + Mtg Insurance	\$1,612.71
Leverage Type	FHA Mortgage
Area FHA Loan Limit (Yuba County)	\$276,000.00
Total FHA Loan Issued	\$279,837.94
FHA Balance End of Term	\$265,662.97

V. GOVERNMENT AGENCY FEES

Fee at Closing of Purchase	\$1,399.00
Fee at Sale of Property	\$1,399.00
Total Fees Pre Tax Abatement	\$2,798.00
Potential Tax Abatement Over Term	\$4,275.00
Total Fees With Tax Abatement	\$7,073.00
Add'l Funds from Market Sale	\$1,960.00

III. ASSET SUMMARY

Property Details:

State - City	CA - Linda
Address	1778 River Run
Zip Code	95901
Builder	n/a
Description	SFD
Age (year built)	2006
Beds	4
Baths	2.5
Square Footage	2,276

Pricing Assumptions:

List Price at Purchase	\$285,000
Net Price Paid at Purchase	\$277,875
Purchase Discount/Seller Concession	2.50%
Dollar Amount Seller Concession	\$7,125
Appraised Value at Purchase	\$285,000
Collateral Analytics (CA) Risk Score	Low
CA Future Mkt Value HPA Factor	4.50%
CA Future Market Value, End of Term	\$325,000

Program Acquisition Costs:

Reserves 2%	\$5,700.00
Trio Lease Placement Fee	\$2,380.00
Closing Costs + Escrow Deposits	\$7,125.00
Gov't Agency Fee 0.5%	\$1,399.00
Other Costs (Closing/Downpayment)	\$3,025.00
Total Up-front Costs Pd by Trio	\$19,629.00

Proforma Cash Flow Over Lease Term:

Monthly Lease Payment	\$2,380.00
Property Taxes, full	\$318.25
Property Insurance	\$71.25
FHA Mortgage Payment	\$1,417.90
FHA Mortgage Insurance	\$194.81
PITI to Mtg Servicer	\$2,002.21
Homeowners Association Dues	\$0.00
Home Warranty Contribution	\$35.00
Management Fee	\$100.00
Net Monthly Cash Flow	\$242.79

Closing Dates & Info:

PSA Signed	March 22, 2016
Inspection Report Completed	March [25], 2017
Lease Signing	March [30], 2017
Property Closing Date	April [20], 2017
Escrow/Title Company	First American
Broker/Agency Representation	Waterman RE

VI. TRIO REVIEW & SIGN-OFF

Reviewed By	P. Howard
Date Reviewed	March 22, 2017
Recommendation	Approve
Trio	Approved
Agency	
Fund	



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

RESOLUTION NO. 16-1450

A RESOLUTION OF THE REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES AUTHORIZING THE BORROWING OF FUNDS FOR THE PURPOSE OF FINANCING THE ACQUISITION OF SINGLE-FAMILY HOUSING PROPERTIES INTENDED FOR LEASE IN CONJUNCTION WITH THE TRIO FINANCING PROGRAM

WHEREAS, the Regional Housing Authority of Sutter and Nevada Counties (the "Authority") is authorized pursuant to Articles 1 through 5 of Chapter 1 of Part 2 of Division 24 of the Health and Safety Code of the State of California (the "Act"), to borrow moneys to finance and refinance the acquisition, rehabilitation and development of housing developments; and

WHEREAS, the Authority previously approved Resolution No. 12-1251 on June 20, 2012 that authorized the Services and Management Agreement for the Trio leasing program, then Resolution No. 13-1299 on June 5, 2013 that authorized the borrowing of funds from Umpqua Bank for the purpose of financing the acquisition of single-family housing properties intended for lease under the Trio financing program, and then entered into a program Operating Agreement dated September 24, 2015; and

WHEREAS, the Authority now desires to utilize FHA Mortgage Loan financing, and other available financing as it deems reasonable, for the acquisition of selected single-family housing properties intended for lease under the Trio financing program (the "Properties"); and

WHEREAS, the Authority hereby finds and declares that it is necessary, essential and a public purpose for the Authority to finance the acquisition of the Properties; and

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

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

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

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

Section 2. The Authority hereby approves the use of borrowing funds, as contemplated in the Operating Agreement noted above, through FHA Mortgage Loans to be arranged by Trio Leasing ("Trio") and originated by FHA approved mortgage lenders, plus from additional available funds as arranged by Trio on behalf of the Authority in order to finance the acquisition of the Properties.

Section 3. The Board Officers, the Executive Director, or their designee(s) (the "Designated Officers") of the Authority are, and each of them acting alone is, hereby authorized, for and in the name of and on behalf of the Authority, to execute and deliver the necessary documents and take any necessary action as may be required in conjunction with the purpose of this Resolution and the acquisition, refinancing, and/or sale of properties pursuant to this Resolution, including the recording of associated grant deeds for subject properties.

Section 4. The Properties selected and designated for acquisition, refinancing, and/or sale shall be listed in Appendix A to this Resolution along with a signature of acceptance by a Designated Officer as authorized by this Resolution and shall be included with the Executive Director's update reports to the Board on an on-going basis.

Section 5. All actions heretofore taken by the officers and agents of the Authority with respect to the financing contemplated by this Resolution, the Properties and the borrowing of moneys for the Properties are hereby approved, confirmed and ratified.

Section 6. This Resolution shall take effect from and after its adoption.

DULY AND REGULARLY ADOPTED by the Board of Commissioners of the Regional Housing Authority of Sutter and Nevada Counties this 6th day of July 2016.

AYES: Chairperson Martha Griese, Commissioners Dan Miller, Preet Didbal, Suzanne Gallaty, Luis Uribe, Diane Hodges, Brian Foss, Charles Epp and Ron Sullenger


NOES: None

ABSENT: None

ABSTAIN: None




Chairperson



Secretary

APPENDIX A-1
LIST OF PROPERTIES

<u>Address</u>	<u>Action (Date)</u>	<u>Loan Amount</u>
2049 Wilcox Ranch Road, Plumas Lake, California	Purchase (July 2016)	\$336,858.44 (est)



Designated Officer

7-11-16

Date

APPENDIX A-2

LIST OF PROPERTIES

<u>Address</u>	<u>Action (Date)</u>	<u>Loan Amount</u>
5745 Lochcarron Drive, Marysville, CA 95901	Purchase (August 2016)	\$302,462.05 (est)



Designated Officer

8/3/16
Date

APPENDIX A-3
LIST OF PROPERTIES

<u>Address</u>	<u>Action (Date)</u>	<u>Loan Amount</u>
1310 Peach Tree Lane, Yuba City, CA 95993	Purchase (November 2016)	\$286,994.37




Designated Officer

11-17-16

Date

APPENDIX A-4
LIST OF PROPERTIES

<u>Address</u>	<u>Action (Date)</u>	<u>Loan Amount</u>
5544 Hanover Ct., Linda, CA 95901	Purchase (March 2017)	\$294,198.58



Designated Officer

3-2-17

Date



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

RESOLUTION NO. 17-1497

RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES AUTHORIZING THE EXECUTION AND DELIVERY OF AGREEMENT TO PARTICIPATE AS A MEMBER IN THE INTERAGENCY HOME FINANCE COOPERATIVE ("THE COOPERATIVE"); TO PARTICIPATE IN THE COOPERATIVE FOR PURPOSES OF PROVIDING FINANCING AND OWNERSHIP OF SINGLE FAMILY HOMES PURSUANT TO THE "TRIO LEASE-TO-OWN HOME FINANCING PROGRAM" AND THE "TRIO OWNOPTION MORTGAGE"; AND FOR OTHER PURPOSES.

WHEREAS, the Regional Housing Authority of Sutter and Nevada Counties (the "Agency") has been duly created and is existing under and by virtue of the Constitution and laws of the State of California, in particular, [Articles 1 through 5 of Chapter 1 of Part 2 of Division 24 of the Health and Safety Code of the State] (the "Act"), to borrow moneys to finance and refinance the acquisition, rehabilitation and development of housing developments, and is now existing and operating as a public body corporate and politic and an instrumentality of the State; and

WHEREAS, it is a valid public purpose, and a matter of public health, safety, convenience, and welfare, to assist in providing financing for the acquisition, construction, or rehabilitation of housing in the Agency's jurisdictions and that the creation of the Agency is the most feasible method by which the state can accomplish such public purposes; and

WHEREAS, the Agency exists to assist persons and families in acquiring and owning decent, safe, and sanitary housing which they can afford; and

WHEREAS, the Agency, together with other state and local government housing finance agencies having a common purpose (collectively, the "Members"), desires to participate in the Interagency Home Finance Cooperative, a public benefit corporation and Instrumentality of Government, as such term is defined in U.S. Department of Housing and Urban Development Handbook 4000.1 (the "Cooperative") for purposes of providing financing and ownership of single family homes pursuant to the Trio Lease-to-Own Home Financing Program and the Trio OwnOption Mortgage (the "Program"); and

WHEREAS, Trio is an affordable homeownership program specializing in lease with purchase option agreements that enable a qualified consumer to select a home available for sale and finance it for one to five years until they are ready to purchase. Future home affordability is preserved via the assumption feature of FHA mortgages; securing home price as well as a mortgage with terms and interest rates fixed at today's affordable rates; and

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WHEREAS, Members of the Cooperative will be governed by a board of directors consisting of directors appointed by its Members; and

WHEREAS, the Agency hereby finds and declares that it is necessary, essential and a public purpose for the Agency to participate in the Cooperative, and to facilitate the formation of a special purpose entity, if and as necessary, in which to enable the FHA mortgages as intended under the Program; and

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

WHEREAS, the Board of Commissioners of the Agency has determined to (i) approve the participation as a Member of the Cooperative; and (ii) authorize the execution of documents and instruments and the taking of such other actions as may be necessary or convenient to carry out the purposes of this Resolution.

NOW, THEREFORE BE IT RESOLVED, by the Board of Commissioners of the Agency, and it is hereby resolved by the Agency of the same as follows:

Section 1. *Approval of the Agency's Participation as Member.* The participation by the Agency as a Member of the Interagency Home Finance Cooperative is hereby approved upon the terms and conditions set forth herein, and the Agency hereby approves the facilitation of the financing and ownership of single family homes by the Cooperative as part of the Program.

Section 2. *Appointment to Cooperative Board of Directors.* The Board hereby appoints its Executive Director or other Designated Officer of the Agency as its representative on the Cooperative's board of directors.

Section 3. *Execution and Delivery of Documents.* It is hereby ratified and approved that the Executive Director, and any other designated officers, members, agents and employees, as designated by the Executive Director, of the Agency hereby are authorized, empowered and directed to do all such acts and things and to execute all such documents as may be necessary to carry out and comply with the provisions of this Resolution and are further authorized to take any and all further actions and execute and deliver any and all other agreements, assignments, certificates, contracts, documents, instruments, releases, financing statements, letters of instruction, written requests and other papers, whether or not mentioned herein, as may be necessary or desirable to effect the actions contemplated by this Resolution. Such other certificates, papers and documents shall be in such form and contain such terms and conditions as may be approved by the Chair, Vice Chair, or Executive Director and the execution of such other certificates, papers and documents by the Chair, Vice Chair, Executive Director of the Agency as herein authorized shall be conclusive evidence of any such approval. The Secretary/Treasurer or any Assistant Secretary of the Agency is hereby authorized to attest the signature of the Chair, Vice Chair, or Executive Director of the Agency and impress, imprint or otherwise affix the seal of the Agency on any of the certificates, papers and documents executed in connection with this Resolution, but shall not be obligated to do so, and the absence of the signature of the Secretary/Treasurer or Assistant Secretary or the Agency's seal on any such other certificates, papers and documents shall not affect the validity or enforceability of the Agency's obligations thereunder.

Section 4. *Ratification of Prior Actions.* It is hereby ratified and approved that all acts and doings of the officers, employees or agents of the Agency whether done before, on or after

the date of adoption of this Resolution which are in conformity with the purposes and intents of this Resolution shall be, and the same hereby are, in all respects approved, ratified and confirmed.

Section 5. Effective Date. This Resolution shall be in full force and effect from and upon its adoption.

Section 6. Severability. If any section, paragraph, clause or provision of this Resolution shall for any reason be held to be invalid or unenforceable, the invalidity or unenforceability of such section, paragraph, clause or provision shall not affect any of the remaining provisions of this Resolution.

DULY ADOPTED AND APPROVED by the Board of Commissioners of the Agency this 5th day of April 2017.

AYES:
NAYS:
ABSTAINED:
ABSENT:

Regional Housing Authority of Sutter and
Nevada Counties

By:

Martha Griese, Chairperson

Attest:

Gustavo Becerra, Secretary

Chapman and Cutler LLP

Attorneys at Law · Focused on Finance®

111 West Monroe Street
Chicago, Illinois 60603

T 312.845.3277
F 312.516.3277
rbowen@chapman.com

March 27, 2017

Mr. Gustavo Becerra
Executive Director
Regional Housing Authority of Sutter & Nevada Counties
1455 Butte House Road
Yuba City, CA 95993

Re: IHFC California, LLC

Dear Mr. Becerra:

At the request of Patrick Howard, I am attaching a letter drafted with respect to IHFC California, LLC, a to-be-formed California limited liability company (the "*Company*"). Once the Company is formed, and subject to the receipt of certain representations, we would expect to execute a letter in substantially the form attached hereto for distribution to lenders in the Trio Program.

Please note that this letter is currently in draft form and does not constitute a legal opinion of Chapman and Cutler LLP, but rather, is being provided solely for informational purposes.

Feel free to reach out to me at (312) 845-3277 should you have any questions.

Very truly yours,

CHAPMAN AND CUTLER LLP

By Ryan J. Bowen
Ryan J. Bowen

March ___, 2017

Re: IHFC California, LLC

Dear M___ _____:

This letter is provided to confirm our analysis that IHFC California, LLC, a California limited liability company (the "*Borrower*") is an organization that would qualify as an "Instrumentality of Government" for the purpose of the provisions set forth in U.S. Department of Housing and Urban Development Handbook 4000.1 Section I.B.4.a.iii.(A) entitled "Governmental Entities and their Instrumentalities of Government" and may participate as a borrower in a FHA-insured financing insured under Title II of the National Housing Act.

The Interagency Home Finance Cooperative, LLC (the "*IHFC*") is a Delaware limited liability company formed by state and local governmental entities, political subdivisions and agencies, departments and instrumentalities thereof (collectively, the "*Governmental Members*") for purposes of facilitating the financing and ownership of single family homes pursuant to the Trio Lease-to-Own Financing Program and the Trio OwnOption Mortgage Program (collectively, the "*Program*") as part of their governmental purposes of the Governmental Members under applicable state law. The Borrower has been formed by the IHFC to act on its behalf in connection with certain loans made pursuant to the Program in the State of California and is to be managed by the Regional Housing Authority of Sutter & Nevada Counties, California, a public body corporate and instrumentality of the State of California under and pursuant to Articles 1 through 5 of Chapter 1 of Part 2 of Division 24 of the Health and Safety Code of the State of California. The Borrower is not an organization that has been formed for purposes of obtaining an exemption from taxation under Section 501(c)(3) of the Internal Revenue Code of 1986, as amended.

Our analysis that the Borrower is an "Instrumentality of Government" pursuant to the provisions set forth in U.S. Department of Housing and Urban Development Handbook 4000.1 Section I.B.4.a.iii.(A) relies on the fact that:

Chapman and Cutler LLP

(i) the Borrower has been organized by the IHFC at the direction of the Regional Housing Authority of Sutter and Nevada Counties, California (“RHA”), a public body corporate and instrumentality of the State of California,

(ii) the Borrower has been formed for purposes of performing essential governmental services for the benefit of the Governmental Members, including RHA, and

(iii) the Borrower is managed by and operates under the control of RHA.

As counsel to the IHFC, as of the date hereof, we have not been advised of and are not aware of (i) the Borrower’s involvement in any bankruptcy proceeding or (ii) any legal prohibition that would prevent a lender from obtaining a deficiency judgment (if provided by California law for other types of borrowers) on FHA’s behalf in the event of foreclosure or deed-in-lieu of foreclosure.

Very truly yours,

CHAPMAN AND CUTLER LLP

DRAFT