



REGIONAL HOUSING AUTHORITY

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

1455 Butte House Road • Yuba City, CA 95993

Phone: (530) 671-0220 • Toll Free: (888) 671-0220 • TTY: (866) 735-2929 • Fax: (530) 673-0775

www.RegionalHA.org

July 29, 2020

TO: Chairperson Manny Cardoza
Vice-Chairperson Randy Fletcher
Commissioner Dan Miller
Commissioner Brian Foss
Commissioner Kent Boes
Commissioner Jeramy Chapdelaine
Commissioner Bob Woten
Commissioner Suzanne Gallaty
Commissioner Rick Millhollin
Commissioner Ron Sullenger
Commissioner Toni Benson
Commissioner John Loudon
Commissioner Doug Lofton
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
Duane Oliveira, General Counsel Emeritus
Appeal-Democrat
PEU Local #1
Judy Sanchez, City of Yuba City
The Union

NOTICE OF REGULAR MEETING

August 5, 2020

You are hereby notified that the Commissioners of the Regional Housing Authority are called to meet in Regular Session at **12:00 PM on Wednesday, August 5, 2020.**

This meeting will be held via ZOOM. The link is <https://zoom.us/j/94067655453>; Meeting ID: 940 6765 5453, call in number 1-669-900-6833.



Gustavo Becerra
Executive Director

AGENDA
REGULAR MEETING
OF THE BOARD OF COMMISSIONERS OF
REGIONAL HOUSING AUTHORITY
ZOOM MEETING

<https://zoom.us/j/94067655453>

Meeting ID: 940 6765 5453

Call-In number 1-669-900-6833

August 5, 2020, 12:00 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. Family Self-Sufficiency Graduate Sylvia Campos
Alisha Parker, Occupancy Manager
 - 2. Family Self-Sufficiency Graduate Debora Whalen
Alisha Parker, Occupancy Manager
 - 3. Family Self-Sufficiency Graduate Ashleigh Kitt
Alisha Parker, Occupancy Manager
- E. EXECUTIVE SESSION:
May be held under California Government Code regarding pending and/or anticipated litigation, property acquisition, and/or personnel issues: NONE
- F. CONSENT CALENDAR: All matters listed under Consent Calendar are considered to be routine and can be enacted in one motion. There will be no separate discussion of these items prior to the time that the Board votes on the motion unless members of the Board request specific items to be discussed or removed from the Consent Calendar for individual action.

5. Resolution 20-1668 – Public Housing Collection Loss Write-off pg. 3
6. Resolution 20-1669 – Housing Choice Voucher Fraud Recovery Collection Loss Write-off pg. 5
7. Resolution 20-1670 – Rural Development Collection Loss Write-off pg. 7
8. Resolution 20-1671 – FSS Graduate Sylvia Campos pg. 9
9. Resolution 20-1672 – FSS Graduate Debora Whalen pg. 10
10. Resolution 20-1673 – FSS Graduate Ashleigh Kitt pg. 11
11. Approval of Reclassification of one Accounting Assistant to Accountant pg. 12
12. Resolution 20-1674 - Approval to Move from In Person Informational Meetings to Mailed Informational Handouts and Telephone Meetings Upon Request for the Purpose of Conducting Tenant Briefings as Required for the HUD Section 22 Public Housing Streamlined Voluntary Portfolio Conversion pg. 14

G. OLD BUSINESS: Discussion/Possible Action: NONE

H. NEW BUSINESS: Discussion/Possible Action:

13. Public Housing Assessment System (PHAS) (Informational Item Only) pg. 23
Gustavo Becerra, Executive Director

I. ADMINISTRATIVE REPORT:

14. RHA Owned Properties Occupancy/Eligibility Update pg. 24
Pattra Runge, Occupancy Manager
15. Housing Choice Voucher Occupancy/Eligibility Update pg. 26
Alisha Parker, Occupancy Manager
16. Planning and Community Development Update pg. 27
Beckie Flores, Planning and Community Development Manager
17. Maintenance Update pg. 30
Tom Goodwin, Operations Manager

18. Finance Update

Marco Cruz, Chief Financial Officer

pg. 31

19. Administrative Update

Gustavo Becerra, Executive Director

J. HOUSING COMMISSIONERS' COMMENTS:

K. NEXT MEETING: August 19, 2020

L. ADJORNMENT:

REGIONAL HOUSING AUTHORITY
Minutes
Regular Board Meeting
Via Zoom
June 17, 2020

ITEM NO. A - CALL TO ORDER:

Chairperson Manny Cardoza called the meeting to order via Zoom at 12:00 PM.

ITEM NO. A - ROLL CALL:

Chairperson Manny Cardoza, Commissioners Ron Sullenger, Dan Miller, John Loudon, Randy Fletcher, Kent Boes, Rick Millhollin, Suzanne Gallaty, Doug Lofton, Brian Foss, and Bob Woten were present. Commissioner Jeremy Chapdelaine arrived later in the meeting. Commissioner Toni Benson was absent. Legal Counsel Brant Bordsen was also present.

Staff present were: Executive Director Gustavo Becerra, Executive Assistant/HR Coordinator Jennifer Ruiz, Operations Manager Tom Goodwin, Occupancy Manager Pattra Runge, and Chief Financial Officer Marco Cruz.

Public Present: Nevada County Supervisor Sue Hoek

ITEM NO. B. – PLEDGE OF ALLEGIANCE: DISPENSED

ITEM NO. C. – PUBLIC PARTICIPATION: NONE

ITEM NO. D. – AWARDS AND PRESENTATIONS: NONE

ITEM NO. E. – EXECUTIVE SESSION: NONE

ITEM NO. F.1 THROUGH F.4 - CONSENT CALENDAR:

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

Vote: Ayes: Chairperson Manny Cardoza, Commissioners Ron Sullenger,
Randy Fletcher, John Loudon, Kent Boes, Suzanne
Gallaty, Jeremy Chapdelaine, Rick Millhollin, Doug Lofton,
Bob Woten, Dan Miller, and Brian Foss

Nays: None

Abstain: None

Absent: Commissioner Toni Benson

ITEM NO. G. – OLD BUSINESS: NONE

ITEM NO. H.- NEW BUSINESS: NONE

ITEM NO. I.5. – FINANCE UPDATE:

Chief Financial Officer Marco Cruz mentioned due to the COVID-19 pandemic the Housing Authority could extend the deadline for the audit, but Mr. Cruz decided an extension was not needed. He stated he will be reporting the financials differently in the future. Mr. Cruz went over the report that was provided in the packet.

ITEM NO. I.6. – ADMINISTRATIVE UPDATE:

Executive Director Gustavo Becerra thanked the Finance department and those staff members who were involved with the audit for their hard work in gathering the needed information. He mentioned the TCAC awards will be announced today, beginning at 1:00 PM. Mr. Becerra stated staff is working with our partners on three tax credit applications due July 1, 2020. He shared two of the projects are in Yuba County (Cedar Lane Apartments Phase 1 and Phase 2) and one project is in Nevada County (Cashin's Field). Mr. Becerra expressed his gratitude to Yuba County staff who have been assisting with these projects. He also expressed gratitude to the Linda County Water District whose Board approved a soft loan for 100% of the water and sewer connection fees totaling approximately \$400,000.00.

Mr. Becerra stated staff will be going to the Planning Commission for Cashin's Field project in Nevada City tomorrow and the City Council next week. He shared both the City and the County have been very supportive. Mr. Becerra mentioned Nevada County has committed \$700,000 to the project and Nevada City has committed \$140,000.

Mr. Becerra shared the office opened to the public June 1, 2020 with social distancing measures in place. He stated everyone has been very cooperative.

ITEM NO. J - HOUSING COMMISSIONERS' COMMENTS:

Commissioner Loudon mentioned there are currently zero cases of COVID-19 in Colusa County.

Commissioner Lofton thanked Mr. Becerra for working so hard on getting the soft financing loan from the Linda County Water District.

Chairperson Cardoza stated there will be a firework show on July 4, 2020 starting at 9:30 PM, which will be visible in both Sutter and Yuba Counties.

ITEM NO. K – NEXT MEETING: July 1, 2020

ITEM NO. L - ADJOURNMENT: The meeting was adjourned at 12:25 PM.



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RESOLUTION 20-1668

RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE REGIONAL HOUSING AUTHORITY AUTHORIZING LOW INCOME HOUSING COLLECTION LOSS WRITE-OFF IN THE AMOUNT OF \$4,757.21

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 July 31, 2020 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 \$4,757.21.

This Resolution is to take effect immediately.

This Resolution is presented at the Regular Meeting of the Board of Commissioners, passed and adopted this 5th day of August 2020 by the following vote:

AYES:

NAYS:

ABSTAINED:

ABSENT:

ATTEST:

Manny Cardoza, Chairperson

**Public Housing
Collection Loss Write Off
Period: July 2020**

<u>Tenant</u>	<u>Property</u>	<u>Address</u>	<u>Move In</u>	<u>Date</u>	<u>Move Out</u>	<u>Monthly Rent</u>	<u>Rent Owed</u>	<u>Late Fee's</u>	<u>Damages</u>	<u>Solar</u>	<u>Legal Fee's</u>	<u>Total Owed</u>	<u>Payback Agreement</u>
T0000096	PH-Rich	302 Bernard Drive, YC	09/05/12	06/08/20	\$ 1,741.00	\$ -	\$ -	\$ -	\$ 193.86	\$ -	\$ -	\$ 193.86	No
T0014664	PH-Rich	439 Atwood Drive, YC	03/05/19	05/28/20	\$ 160.00	\$ -	\$ -	\$ -	\$ 1,201.26	\$ -	\$ -	\$ 1,201.26	No
T0000632	PH-Rich	474 Garden Highway, YC	06/11/19	05/14/20	\$ 614.00	\$ 251.00	\$ -	\$ -	\$ 20.00	\$ -	\$ -	\$ 271.00	No
T0014092	PH-Date	2750 Date St. #42, Live Oak	06/07/18	05/19/20	\$ 223.00	\$ 320.00	\$ -	\$ -	\$ 1,834.09	\$ -	\$ -	\$ 2,154.09	No
T0007528	PH-Date	2750 Date St. #50, Live Oak	07/31/17	08/10/19	\$ 199.00	\$ -	\$ -	\$ -	\$ 163.00	\$ -	\$ -	\$ 163.00	Yes
T0003691*	PH-Date	2750 Date St. #17, Live Oak	12/28/10	05/07/20	\$ 318.00	\$ 118.00	\$ -	\$ -	\$ 656.00	\$ -	\$ -	\$ 774.00	No
							\$ 689.00	\$ -	\$ 4,066.21	\$ -	\$ -	\$ 4,757.21	Total Write Off

R
7/27/2020

Deceased *

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

Exhibit A



REGIONAL HOUSING AUTHORITY

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RESOLUTION 20-1669

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE REGIONAL HOUSING AUTHORITY AUTHORIZING HOUSING CHOICE VOUCHER FRAUD RECOVERY COLLECTION LOSS WRITE-OFF IN THE AMOUNT OF \$1,524.00

WHEREAS, the Regional Housing Authority operates the Housing Choice Voucher program for Sutter, Nevada, Yuba and Colusa Counties; and

WHEREAS, operations of the Housing Choice Voucher program includes assisting families who are low income; and

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

WHEREAS, Exhibit A provides a list of uncollectible accounts for the period ending July 31, 2020 and is made a part of this resolution.

BE IT THEREFORE RESOLVED that the Board of Commissioners of the Regional Housing Authority authorizes the Executive Director to write-off as collection losses the tenant receivables listed on Exhibit A totaling \$1,524.00.

This Resolution is to take effect immediately.

This Resolution is presented at the Regular Meeting of the Board of Commissioners, passed, and adopted this 5th day of August 2020 by the following vote:

AYES:

NAYS:

ABSTAINED:

ABSENT:

ATTEST: _____

Kent Boes, Chairperson

(SEAL)

HCV Fraud Recovery
 Collection Loss Write Off
 Period: July 2020

<u>Tenant</u>	<u>HAP</u>	<u>Fraud Recovery Amount Owed</u>	<u>Late</u>	<u>NSF</u>	<u>Legal</u>	<u>Total</u>	<u>Payback</u>
			<u>Fee's</u>	<u>Fee's</u>	<u>Fee's</u>	<u>Owed</u>	<u>Agreement</u>
T0003250		1,524.00	-	-	-	1,524.00	No
		\$ 1,524.00	\$ -	\$ -	\$ -	\$ 1,524.00	Total Write-Off

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

OWP

27 JUL 20



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RESOLUTION 20-1670

RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE REGIONAL HOUSING AUTHORITY AUTHORIZING RURAL DEVELOPMENT COLLECTION LOSS WRITE-OFF IN THE AMOUNT OF \$1,050.90

WHEREAS, the Regional Housing Authority operates low-income housing projects Centennial Arms, Butte View Estates and Rural Development farm work housing project Phases I, II and III pursuant to U.S. Department of Agriculture regulations; and

WHEREAS, operations of low-income housing include 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 July 31, 2020 and is made a part of this resolution.

BE IT THEREFORE RESOLVED that the Board of Commissioners of the Regional Housing Authority authorizes the Executive Director to write-off as collection losses the tenant receivables listed on Exhibit A totaling \$1,050.90.

This Resolution is to take effect immediately.

This Resolution is presented at the Regular Meeting of the Board of Commissioners, passed, and adopted this 5th day of August 2020 by the following vote:

AYES:

NAYS:

ABSTAINED:

ABSENT:

ATTEST: _____

Manny Cardoza, Chairperson

(SEAL)

USDA
Collection Loss Write Off
Period: June 2020

<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>								
T0005469	RD	420 Miles Ave. #03, Yuba City	01/14/16	11/11/17	\$ 572.00	\$ -	\$ -	\$ 9.56	\$ -	\$ -	\$ 9.56	No
T0016394	RD	380 McKeenan Dr. #S, Yuba City	07/18/18	08/08/19	\$ 179.00	\$ -	\$ -	\$ 1,041.34	\$ -	\$ -	\$ 1,041.34	No
											\$ 1,050.90	Total Write Off

R
7/27/2020

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

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

Deceased *

Exhibit A



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RESOLUTION 20-1671

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE REGIONAL HOUSING AUTHORITY EXPRESSING RECOGNITION OF THE ACHIEVEMENTS OF Sylvia Campos

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

WHEREAS, Sylvia Campos started in this program on 12/01/2018 and set goals for herself to become independent of government assistance, and to become employed as a para educator.

WHEREAS, Sylvia Campos met her goals by 05/31/2020 and received sufficient earned income to generate an escrow account in the amount of \$810.19; and

WHEREAS, Sylvia Campos has now “graduated” from the FSS program;

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Regional Housing Authority congratulates Sylvia Campos 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 day of August 5, 2020.

AYES:

NAYS:

ABSTAINED:

ABSENT:

ATTEST: _____

Manny Cardoza, Chairperson

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RESOLUTION 20-1672

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE REGIONAL HOUSING AUTHORITY EXPRESSING RECOGNITION OF THE ACHIEVEMENTS OF Debora Whalen

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

WHEREAS, Debora Whalen started in this program on 08/01/2014 and set goals for herself to become independent of government assistance; and happy.

WHEREAS, Debora Whalen met her goals by 07/01/2020 and received sufficient earned income to generate an escrow account in the amount of \$1,044.20; and

WHEREAS, Debora Whalen has now “graduated” from the FSS program;

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Regional Housing Authority congratulates Debora Whalen 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 day of August 5, 2020.

AYES:

NAYS:

ABSTAINED:

ABSENT:

ATTEST: _____

Manny Cardoza, Chairperson



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RESOLUTION 20-1673

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE REGIONAL HOUSING AUTHORITY EXPRESSING RECOGNITION OF THE ACHIEVEMENTS OF Ashleigh Kitt

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

WHEREAS, Ashleigh Kitt started in this program on 12/01/2018 and set goals for herself to become employed full-time, and to purchase a house.

WHEREAS, Ashleigh Kitt met her goals by 08/01/2020 and received sufficient earned income to generate an escrow account in the amount of \$6,056.96; and

WHEREAS, Ashleigh Kitt has now “graduated” from the FSS program;

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Regional Housing Authority congratulates Ashleigh Kitt 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 day of August 5, 2020.

AYES:

NAYS:

ABSTAINED:

ABSENT:

ATTEST: _____
Manny Cardoza, Chairperson

||

REGIONAL HOUSING AUTHORITY STAFF RECOMMENDATION

Date: August 5, 2020
To: Board of Commissioners
From: Marco Cruz, Chief Financial Officer
Subject: Creation and Reclassification of Positions
Fiscal Impact: \$2,680

Regional Housing Authority's (RHA) Finance Department is currently made up of the Chief Financial Officer, two Accounting Assistants, and an Account Clerk. RHA is increasing in size and complexity and there is a growing need to improve its reporting and data analysis capacity. The department would also benefit from another position with knowledge of Generally Accepted Accounting Principles (GAAP) and Governmental Accounting Standards Board (GASB) standards. With our recent initiatives to improve payroll, a/p, and reporting efficiencies there is opportunity to convert an existing Accounting Assistant position to an Accountant position. The Accountant position would have a bachelor's degree and the experience to assist the CFO in reporting, data analysis, and accounting standards adherence.

Another benefit is that RHA can potentially hire its future CFO's from within its Finance Department. Currently, it is difficult for an Accounting Assistant to promote to CFO due to the large difference in educational and technical requirements.

Starting pay between the Accounting Assistant and Accountant is increased by \$13,573. With both our Accounting Assistants at the top of their pay scale the effective fiscal impact is \$2,680. As the Accountant will often work with sensitive information this position will be a confidential (non-union), non-exempt position.

Neither of our Accounting Assistants have the required education to immediately apply for the Accountant position. Our intention is to reserve and hold the Accountant position for an internal candidate that is willing to start and complete their bachelor's degree. If no internal candidates are interested, then I will hold off on converting positions until an Accountant Assistant position becomes open through attrition.

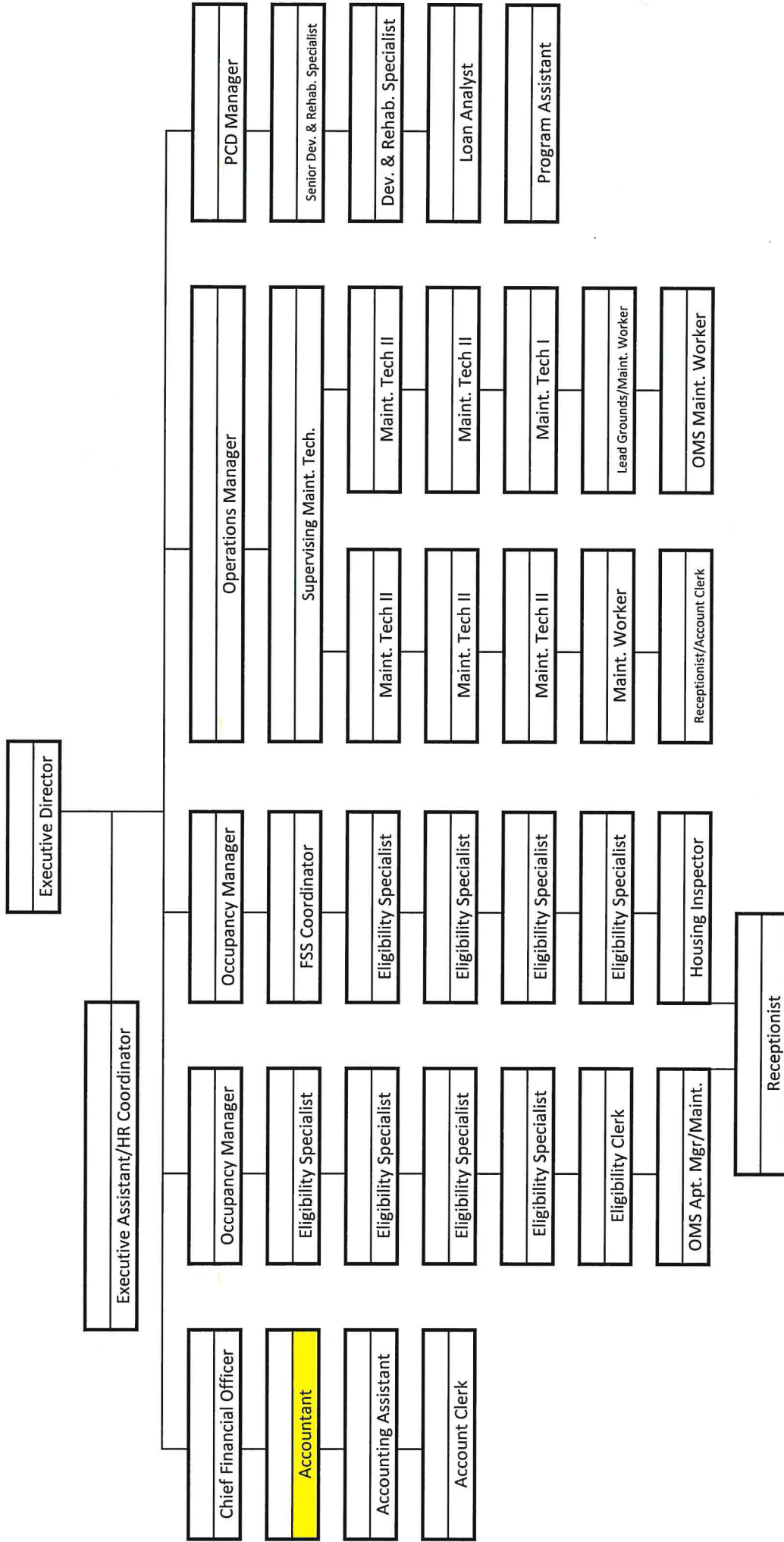
Recommendation:

Staff recommends that the Board of Commissioners of Regional Housing Authority approve the creation of an Accountant position and to reclassify one Accounting Assistant position to the new Accountant position.


Marco Cruz, Chief Financial Officer


Gustavo Becerra, Executive Director

Regional Housing Authority Organizational Chart



* Highlighted position is currently an Accounting Assistant, staff is requesting approval to reclassify as an Accountant.

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Revised: 08-05-2020



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RESOLUTION 20-1674

RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE REGIONAL HOUSING AUTHORITY APPROVING THE PROCESS OF MOVING FROM IN-PERSON INFORMATIONAL MEETINGS TO MAILED INFORMATIONAL HANDOUTS AND TELEPHONE MEETINGS UPON REQUEST FOR THE STREAMLINED VOLUNTARY CONVERSION APPLICATION PROCESS

WHEREAS, the Regional Housing Authority’s (RHA) priority is the health and safety of our residents as we navigate the novel coronavirus (COVID 19) pandemic;

WHEREAS, RHA is required to conduct tenant information meetings reviewing the Streamlined Voluntary Conversion process with all Public Housing Residents;

WHEREAS, RHA attempted virtual tenant meetings on May 20, 2020, June 9, 2020, and June 24, 2020, with only 4 attendees out of 35 invited;

WHEREAS, RHA attempted face-to-face meetings following the CDC Guidelines on July 8, 2020, July 9, 2020, July 21, 2020, July 22, 2020, and July 23, 2020, with only 7 attendees out of 40 invited;

NOW, THEREFORE, BE IT RESOLVED, the Board of Commissioners of the Regional Housing Authority hereby approve moving from in-person informational meetings to mailed informational handouts and telephone meetings upon request.

This Resolution is to take effect immediately.

This Resolution is presented at the Regular Meeting of the Board of Commissioners, passed, and adopted this 5th day of August 2020 by the following vote:

AYES:

NAYS:

ABSTAINED:

ABSENT:

Attest: _____

Manny Cardoza, Chairperson

(SEAL)

14

REGIONAL HOUSING AUTHORITY

STAFF REPORT

Date: August 5, 2020
To: Board of Commissioners
From: Pattra Runge, Occupancy Manager

SUBJECT: Streamline Voluntary Conversion under Section 22 (Conversion of Low-Income Public Housing units to Project Based Voucher Units or Tenant Protection Vouchers)

RECOMMENDATION: Authorize staff to provide informational handouts in place of tenant meetings

Fiscal Impact: None

Background:

The Regional Housing Authority (RHA) has provided affordable housing to low-income families for decades through the Low-Income Public Housing (LIPH) program. In recent years, the funding for the LIPH program has been very unstable, with frequent funding cuts. Additionally, families that reside in LIPH units have no opportunities to transfer or move to another location since assistance is tied to the unit.

However, in recent years the US Department of Housing and Urban Development (HUD) has encouraged Housing Authorities to convert their Public Housing units into tenant-based Section 8 rental assistance. Now HUD, has announced the opportunity to convert LIPH units into Tenant Protection Section 8 Voucher units or Project Based Voucher units through a process called Streamlined Voluntary Conversion. This is a great opportunity for our residents, our agency, and our community. Therefore, RHA is planning to apply to HUD to convert our LIPH units into voucher units.

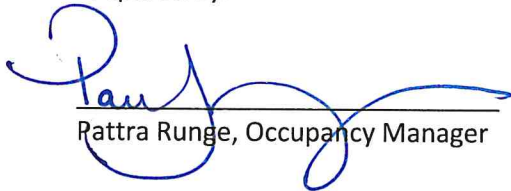
Separate financial analysis has been done internally, by HUD, and also by a third-party consultant, and all three results indicate that the conversion will generate additional revenue for the agency. Part of the requirement for the Streamline Voluntary Conversion application is to conduct tenant meetings to provide the residents with information regarding the conversion process and allow them an opportunity to ask questions. The first tenant meetings were set for mid-March; however, the coronavirus (COVID-19) pandemic hit and shelter in place orders were issued. RHA attempted to adapt and scheduled virtual tenant meetings on May 20, 2020, June 9, 2020, and June 24, 2020. Attendance was extremely low. Of the 35 residents that were invited, 4 logged in. After seeing the virtual meeting format was not working for our residents, RHA attempted to set up face-to-face tenant meetings following the CDC Guidelines (8 residents were invited to each meeting, only the head of household was allowed to attend and masks were required). RHA's Richland Neighborhood Center was set up with tables 6 feet apart to

maintain social distancing. Tenant meetings were scheduled July 8, 2020, July 9, 2020, July 21, 2020, July 22, 2020, July 23, 2020, and July 28, 2020. Of the 48 residents that were invited, 8 attended. After conversations with our local HUD Field Office representative, we requested suggestions on how to handle the lack of participation in our tenant meetings. One of the suggestions given was to provide informational handouts detailing the conversion plan, as well as program information (See Attachment 1). RHA will still conduct telephone meetings upon tenant request as to afford the tenant the ability to have individual questions answered.

Recommendation:

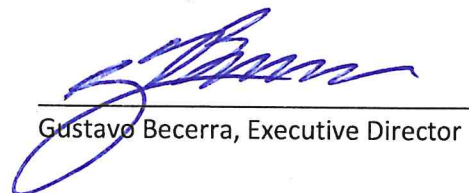
Staff recommends that the Board of Commissioners of the Regional Housing Authority approve moving from in-person informational meetings to mailed informational handouts and telephone meetings upon request.

Prepared by:



Ratra Runge, Occupancy Manager

Submitted by:



Gustavo Becerra, Executive Director



REGIONAL HOUSING AUTHORITY

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

1455 Butte House Road • Yuba City, CA 95993

Phone: (530) 671-0220 • Toll Free: (888) 671-0220 • TTY: (866) 735-2929 • Fax: (530) 673-0775

www.RegionalHA.org

ATTACHMENT 1

RE: Conversion of Low-Income Public Housing (LIPH) units to Project Based Voucher Units

Dear Resident:

The Regional Housing Authority (RHA) has provided affordable housing to low-income families for decades through the Low-Income Public Housing (LIPH) program. In recent years, the funding for the LIPH program has been very unstable, with frequent funding cuts. Additionally, families that reside in LIPH units have no opportunities to transfer or move to another location since assistance is tied to the unit.

However, in recent years The Department of Housing and Urban Development (HUD) has encouraged housing authorities to convert their public housing units into tenant-based Section 8 rental assistance. Now HUD, has announced the opportunity to convert LIPH units into Tenant Protection Section 8 Voucher units or Project Based Voucher units through a process called Streamlined Voluntary Conversion. This is a great opportunity for our residents, our agency, and our community. Therefore, RHA is planning to apply to HUD to convert our public housing units into voucher units.

What Does This Mean for Public Housing Residents?

The proposed public housing conversion retains every low-income residents' right to remain in their units, continue to pay an affordable rent (approximately 30% of their income) and in the future request a tenant based voucher to use in any city or county that offers the Section 8 program. RHA would need to conduct a new eligibility determination for all households. All low-income residents (families at or below 80% of median income) would receive a Project Based Voucher or a Tenant Protection Section 8 Voucher. The Project Based Voucher remains with the unit; however, after 12 months of occupancy, residents are eligible to request to be put on the waiting list for a Tenant Based Section 8 Voucher that can be used anywhere in the private rental market, in any unit where the landlord is willing to accept a voucher and the rent amount qualifies under the program guidelines.

Tenants are also eligible to receive a Tenant Protection Section 8 Voucher. The Tenant Protection Section 8 Voucher gives you options. In addition to the option of remaining in your current unit, the voucher would give you the opportunity to move anywhere in the private rental market, in any unit where the landlord is willing to accept a voucher. And the rent amount qualifies under the program guidelines. A comparison of the Tenant Protection Section 8 Program, Project Based Voucher program and the existing Low-Income Public Housing Program is attached.

Existing residents who are no longer low-income families (and are therefore not eligible to receive a voucher) will not be displaced or required to relocate upon conversion of the program. Instead, "over-income" families may remain in their current unit and just pay market rent.

We Want Your Feedback

RHA's priority is the health and safety of our residents as we navigate the novel coronavirus (COVID 19) pandemic. We understand the concerns of meeting in group settings and the lack of ability to log

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onto virtual tenant meetings. In place of holding tenant meetings, RHA will be providing this informational handout, program comparisons and an opportunity to have a one-on-one appointment with your specialist to answer any questions you may have.

Please call Sofia Mireles at (530) 671-0220 ext. 112 for more information or to schedule a meeting. During these individual meetings, we can provide you with information specific to your household regarding income limits, eligibility, rent and mobility.

We look forward to working with you through this conversion process.

Please sign and return pages 4 and 5 by (insert date).

Sincerely,

Regional Housing Authority
Conversion Team

If you have a disability which precludes you from complying with this letter or if you need any other accommodation pertaining to a disability, please call (530) 671-0220 ext. 124, Monday through Thursday between 8:00 AM – 5:00 pm. The office is closed on Fridays.



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Conversion of Public Housing to Project Based Vouchers Program Comparison

HUD has announced a new opportunity for housing authorities to convert their Low-Income Public Housing Units into Project Based Vouchers or Tenant Protection Section 8 Vouchers through a process called Streamlined Voluntary Conversion. This is a great opportunity for our residents, our agency and our community. The proposed public housing conversion retains every low-income residents' right to remain in their units, continue to pay an affordable rent (approximately 30% of their income) and in the future request a tenant based voucher to use in any city or county that offers the Section 8 program and the rent qualifies under program guidelines. RHA would need to conduct a new eligibility determination for all households. All low-income residents (families at or below 80% of median income) would receive a Project Based Voucher or a Tenant Protection Section 8 Voucher. A comparison of the current rules regarding Tenant Protection Section 8 Vouchers, Project Based Vouchers and the existing Low-Income Public Housing Program is below.

Question	Public Housing (current program)	Project Based Vouchers (proposed program)	Tenant Protection Voucher
Can I stay in my current unit?	Yes	Yes	Yes
How much will I pay in rent?	Generally, families pay 30% of their monthly adjusted income towards rent.	Generally, families pay 30% of their monthly adjusted income towards rent and utilities.	Generally, families pay up to 40% of their monthly adjusted income towards rent and utilities.
What happens if I want to move?	Transfers are not allowed except for a very limited set of circumstances.	After 12 months of occupancy, you may request to receive a Tenant Based Section 8 voucher to use anywhere in the United States that maintains a Section 8 program, and the rent qualifies under program guidelines.	With a tenant Protection Voucher, you may request to move at any time anywhere in the United States that maintains a Section 8 program, and the rent qualifies under program guidelines.
How long do my benefits last?	You can continue living in the Public Housing unit as long as you are qualified for the program.	You can continue to live in the unit as long as you are qualified for the program.	You can continue on the program, as long as you qualify for the program.



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Examples of Tenant Portion Rent Calculations:

Example 1:

Total Annual Income \$22,692.00
 Adjusted Annual Income \$22,292.00

Project Based Voucher (proposed program):

Tenant Rent	1 bedroom	2 bedroom	3 bedroom	4 bedroom
	\$452	\$411	\$371	\$326

Tenant Protection Voucher:

Tenant Rent	1 bedroom	2 bedroom	3 bedroom	4 bedroom
	\$641	\$665	\$713	\$747

Example 2:

Total Annual Income \$11,360.00
 Adjusted Annual Income \$10,960.00

Project Based Voucher (proposed program):

Tenant Rent	1 bedroom	2 bedroom	3 bedroom	4 bedroom
	\$169	\$128	\$88	\$43

Tenant Protection Voucher:

Tenant Rent	1 bedroom	2 bedroom	3 bedroom	4 bedroom
	\$358	\$382	\$430	\$464

Example 3:

Total Annual Income \$31,945.00
 Adjust Annual Income \$30,105.00

Project Based Voucher (proposed program):

Tenant Rent	1 bedroom	2 bedroom	3 bedroom	4 bedroom
	\$648	\$607	\$567	\$522

Tenant Protection Voucher:

Tenant Rent	1 bedroom	2 bedroom	3 bedroom	4 bedroom
	\$837	\$861	\$909	\$943

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Streamlined Voluntary Conversion

Written Consent

Regional Housing Authority (RHA) has provided family briefings informing tenants of the decision to elect a Project Based Voucher or a Tenant Protection Voucher. RHA is required to provide to the family, at least 30 days, from the date of the family briefing, to make a decision. Should you have any questions regarding the planned conversion, please contact Sofia Mireles at (530) 671-0220 ext. 112 or Pattra Runge at (530) 671-0220 ext. 124.

If you fail to respond and provide a signed waiver, you will automatically receive a Tenant Protected Voucher.

I was provided an informational handout, program comparison and information regarding RHA's intent to convert my Public Housing Unit into either a Project Based Voucher or a Tenant Protection Voucher on (enter date). At this time,

- I elect to receive a Project Based Voucher.
- I elect to receive a Tenant Protection Voucher.

Head of Household Signature

Print Name

Date



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ACKNOWLEDGEMENT OF RECEIPT

TENANT NAME: _____

TENANT ADDRESS: _____

I hereby acknowledge receipt of the following:

- Streamline Voluntary Conversion Informational Handout
- Program Comparison
- Written Consent

TENANT SIGNATURE: _____

DATE: _____



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U.S. Department of Housing and Urban Development

OFFICE OF PUBLIC AND INDIAN HOUSING
REAL ESTATE ASSESSMENT CENTER

Public Housing Assessment System (PHAS) Score Report for Interim Rule

Report Date: 06/24/2020

PHA Code:	CA048
PHA Name:	Regional Housing Authority
Fiscal Year End:	03/31/2019

PHAS Indicators	Score	Maximum Score
Physical	37	40
Financial	25	25
Management	22	25
Capital Fund	10	10
Late Penalty Points	0	
PHAS Total Score	94	100
Designation Status:	High Performer	

Published 06/24/2020

Initial published 08/12/2019

Financial Score Details	Score	Maximum Score
Audited/Single Audit		
1. FASS Score before deductions	25.00	25
2. Audit Penalties	0.00	
Total Financial Score Unrounded (FASS Score - Audit Penalties)	25.00	25

Capital Fund Score Details	Score	Maximum Score
Timeliness of Fund Obligation:		
1. Timeliness of Fund Obligation %	N/A	
2. Timeliness of Fund Obligation Points		5
Occupancy Rate:		
3. Occupancy Rate %	97.69	
4. Occupancy Rate Points		5
Total Capital Fund Score (Fund Obligation + Occupancy Rate):	10	10

Notes:

- The scores in this Report are the official PHAS scores of record for your PHA. PHAS scores in other systems are not to be relied upon and are not being used by the Department.
- Due to rounding, the sum of the PHAS indicator scores may not equal the overall PHAS score.
- "0" FASS Score indicates a late presumptive failure. See 902.60 and 902.92 of the Interim PHAS rule.
- "0" Total Capital Fund Score is due to score of "0" for Timeliness of Fund Obligation. See the Capital Fund
- PHAS Interim Rule website - <http://www.hud.gov/offices/reac/products/prodphasinrule.cfm>

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REGIONAL HOUSING AUTHORITY

STAFF REPORT

Date: August 5, 2020
 To: Board of Commissioners
 From: Pattra Runge, Occupancy Manager

SUBJECT: Quarterly Occupancy (Q1-2020) report for quarter ending June 30, 2020

RECOMMENDATION: None - update only

FISCAL IMPACT: None – informational only

Housing and Urban Development (HUD) Funded Programs:

Program	Units Available	April	May	June
Public Housing (Yuba City, Live Oak)	171	167	161	164

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

Development	Units Available	April	May	June
USDA/Farm Labor (Yuba City)	188	185	187	188
Centennial Arms (Live Oak)	21	20	19	20
Butte View (Live Oak)	31	31	31	30

Office of Migrant (OMS) Services

Development	Units Available	April	May	June
Migrant Center (Yuba City)	75	0	75	75

RHA Owned and/or Managed Affordable Housing Properties:

Development	Units Available	April	May	June
Kingwood Commons (Yuba City)	63	63	63	63
Percy Avenue (Yuba City)	8	8	8	8
Homes2Families (Yuba City)	9	9	9	9
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	11	12	12

Regional Housing Authority Trailer (Yuba City)	1	1	1	1
Trailer Park (Yuba City)	7	7	7	7

Sutter Community Affordable Housing

Development	Units Available	April	May	June
Town Center (Yuba City)	27	27	27	27
Yolo-Heiken (Yuba City)	5	5	5	5
Maple Park I (Live Oak)	55	54	55	53
Kristen Court (Live Oak)	55	55	55	55

Commercial Space

Development	Units	April	May	June
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 Inc.

Development	Units Available	April	May	June
MH-814 F-SRO's (Marysville)	10	9	9	10
Maple Park II (Live Oak)	34	34	34	34
Stony Creek II (Williams)	31	31	30	30

Comments:

At this time the following property waitlists are open: USDA Rural Development – Richland, Centennial Arms, Butte View Estates, Town Center Senior Manor, Date Street Senior Village, River City Manor – Joann Way, Richland Housing (Public Housing) 0, 4- and 5-bedroom sizes, and Kristen Court.

Three units at Richland Public Housing are offline for rehabilitation work which will occur on a rotation basis over the next 6-10 months. This reporting period includes 3 offline units.

Office of Migrant Center (OMS) opened on May 1, 2020. At this time, we are maintaining a waitlist.

Prepared by: 
Pattra Runge/Occupancy Manager

Submitted by: 
Gustavo Becerra/Executive Director

REGIONAL HOUSING AUTHORITY

STAFF REPORT

Date: August 5, 2020
 To: Board of Commissioners
 From: Alisha Parker, Occupancy Manager

SUBJECT: Quarterly Occupancy (Q1-FY 2020) report for quarter ending June 30, 2020

RECOMMENDATION: None

FISCAL IMPACT: None, informational only

U.S. Department of Housing and Urban Development (HUD) Funded Programs:

Program	Units Available	April	May	June
HCV/Section 8	Budget Based	Total-1,665	Total-1,660	Total-1,647
Mainstream	50	6	10	15
Foster Youth to Independence	25	0	0	0
HCV Port-Out Administered	N/A	12	12	12
VASH	23 units for Nevada County 29 units for Yuba City	28	29	28

Comments: The Section 8 Housing Choice Voucher (HCV) waitlist remains open to residents of Colusa, Nevada, Sutter, and Yuba Counties. We currently are accepting applications for; Devonshire Apartments, Truckee Artist Loft, Grass Valley Terrace, Lone Oak Senior Apartments, Maple Park 1 (4-bedroom only), Yolo Apartments (2-bedroom only), Maple Park 2, and Stony Creek 2.

Prepared by: 
 Alisha Parker/Occupancy Manager

Submitted by: 
 Gustavo Becerra/Executive Director

**REGIONAL HOUSING AUTHORITY
STAFF REPORT**

Date: August 5, 2020
To: Board of Commissioners
From: Beckie Flores, Planning & Community Development Manager

SUBJECT: Planning & Community Development (PCD) Department Update
RECOMMENDATION: None.
FISCAL IMPACT: Not applicable.

Departmental Updates:

HOUSING PROGRAMS

Housing Rehabilitation Program – The PCD Department currently administers owner-occupied housing rehabilitation programs for the following jurisdictions: County of Butte, City of Gridley, City of Yuba City, City of Live Oak and City of Colusa. The following is a summary of housing rehabilitation projects approved since May, 2020:

<u>Jurisdiction</u>	<u># Projects Approved</u>
Butte County	2
Live Oak	2

First Time Homebuyer – The PCD Department currently administers first time homebuyer programs for the following jurisdictions: City of Gridley, City of Yuba City and City of Colusa. The following is a summary of first time homebuyer projects approved since May, 2020:

<u>Jurisdiction</u>	<u># Projects Approved</u>
Gridley	1

RHA CAPITAL PROJECTS

476 Garden Highway Remodel (Yuba City) – RHA has contracted with Bill Brewer Construction to renovate 14 units at 476 Garden Highway located at the Richland Housing Complex. So far 6 units have been completed and 2 units are underway. The remaining units will be rehabbed as funds allow.

New Office and Storage Building (Yuba City) – On April 15, 2020 the Board of Commissioners approved a contract to Buskirk Construction for the erection of a new steel building that will serve as the new Maintenance Offices located at the Richland Maintenance Yard. The City of Yuba City recently approved the building plans and the metal building has now been ordered. Once the building is complete and

Maintenance Offices relocated, the former Maintenance office location will be converted back into a 3-bedroom rental unit.

TAX CREDIT PROJECTS – NEW CONSTRUCTION

New Haven Court Permanent Supportive Housing (Yuba City) – Co-developer: Pacific West Communities; Number of units: 40; Target population: homeless and mentally disabled persons. Construction financing closed on April 1, 2020. The project is currently under construction with an estimated completion date of April, 2021.

Kristen Court Phase II (Live Oak) – Co-developer: Pacific West Communities; Number of units: 24; Target population: low-income families. Construction financing closed in September, 2019 and construction is complete. Leasing of units is underway.

Truckee Artist Lofts (Truckee) – Co-developer: CFY Development; Number of units: 76; Target population: low-income artists. Construction financing closed in October, 2019 and the project is currently under construction with an estimated completion date of April, 2021.

Lone Oak Senior Housing (Penn Valley) – Co-developer: Pacific West Communities; Number of units: 31; Target population: low-income seniors. Construction financing closed on March 23, 2020. The project is currently under construction with an estimated completion date of March, 2021.

Brunswick Commons Permanent Supportive Housing (Grass Valley) – Co-developer: Pacific West Communities; Number of units: 41; Target population: homeless and mentally disabled persons. “Competitive” No Place Like Home funds have been awarded to the project and RHA has committed 40 project-based Housing Choice Vouchers to the development. In June it was announced that our application for 9% tax credits was awarded. We expect to close on the construction financing in November. However, construction may start beforehand in order to get ahead of the winter season.

Cedar Lane Permanent Supportive Housing (Linda) – Co-developer: Pacific West Communities; Number of units: 41; Target population: homeless and mentally disabled persons. The Housing Authority has committed 40 project-based Housing Choice Vouchers to the development. In June it was announced that our application for No Place Like Home (NPLH) funds was successful. PWC and RHA also prepared an application for 9% tax credits in July, 2020. Awards will be announced in September, 2020.

Cedar Lane Family Apartments (Linda) – Co-developer: Pacific West Communities; Number of units: 108; Target population: low-income families. PWC and RHA prepared an application for 9% tax credits in July, 2020. Awards will be announced in September, 2020.

Kristen Court Phase III (Live Oak) – Co-developer: Pacific West Communities; Number of units: 32; Target population: low-income families. Our application for Multifamily Housing Program (MHP) funds was successful and staff will apply for 4% tax credits later this year.

Cashin’s Field (Nevada City) – Co-developer: Central California Housing Corporation; Number of units: 51; Target population: low-income families. The Housing Authority has committed 20 project-based Housing Choice Vouchers to the development. CCHC and RHA staff prepared an application for 9% tax credits in July, 2020. Awards will be announced in September, 2020.

Richland Village (Yuba City) – Co-developer: Neighborhood Partners; Number of units: 150-200; Target population: low-income families. RHA and NP have engaged Kuchman Architects to develop a site plan for the development of Richland Village which will be located at the current trailer park site at the Richland Housing campus. RHA and NP will seek funding from the Affordable Housing and Sustainable Communities (AHSC) program as well as 4% tax credits. AHSC applications are due in February, 2021 and predevelopment tasks are underway including outreach to the City of Yuba City, Yuba-Sutter Transit and other local partners.

Plumas Lake Affordable Housing Project (Plumas Lake) – Co-developer: Pacific West Communities; Number of units: 48; Target population: low-income families. PWC currently has site control of a property located on Algodon Road at River Oaks Boulevard in Plumas Lake (APN 016-640-105). RHA and PWC will apply for Multifamily Housing Program (MHP) funds in September, 2020. If MHP funds are awarded, we will then apply for 4% tax credits in spring of 2021.

Wheatland Affordable Housing Project (Wheatland) – Co-developer: Pacific West Communities; Number of units: 48 units; Target population: low-income families. PWC currently has site control of a property located on Spenceville Road in Wheatland (APN 015-360-001). RHA and PWC will apply for Multifamily Housing Program (MHP) funds in September, 2020. If MHP funds are awarded, we will then apply for 4% tax credits in spring of 2021.

Wheatland Senior Housing Project (Wheatland) – Co-developer: Pacific West Communities; Number of units: 32 units; Target population: low-income seniors. PWC currently has site control of a property located on the corner of First Street and E Street in Wheatland (APN 015-350-012). RHA and PWC will apply for HOME Investment Partnerships Program (HOME) funds in February, 2021. If awarded, we will then apply for 4% tax credits in fall of 2021.

TAX CREDIT PROJECTS – ACQUISITION/REHABILITATION

Devonshire Apartments (Colusa) – Co-developer: Central California Housing Corporation; Number of units: 28; Target population: low-income families. Construction financing closed on March 17, 2020. The project is currently under construction with an estimated completion date of August, 2020.

Grass Valley Terrace (Grass Valley) - Co-developer: Impact Development Group; Number of units: 70; Target population: low-income families. Construction financing closed on March 20, 2020. The project is currently under construction with an estimated completion date of December, 2020.

Prepared by:



Beckie Flores
Planning & Community Development Manager

Submitted by:



Gustavo Becerra
Executive Director

**REGIONAL HOUSING AUTHORITY
STAFF REPORT**

DATE: August 5, 2020
 TO: Board of Commissioners
 FROM: Tom Goodwin, Operations Manager

SUBJECT: Maintenance and Operations Update

- Total work orders for April, May, June, 2020 were 1113, break down as follows:
- Total number of work orders by projects:

Priority & Category	bve	ca	date	devons	h2f	joann	kc	kris-tha	lc-35	mh	mp	nsp	other	oms	perc	rd	rich	tc	tp	tr-185	RHAT	vo	yolo	TOTAL
Emergency	8	11	27		1	5	21		1	1	16	5		5	3	42	32	6	4	1			3	192
Make Ready's	1	2	2								3					3	9							20
Routine	46	49	66		10	25	143		21	42	123	21	4	26	14	166	89	49	1	2	2	1	1	901
Scheduled																								0
Total Property	55	62	95		11	30	164		22	43	142	26	4	31	17	211	130	55	5	3	2	1	4	1113
Pending																								0
Completed	51	59	93		11	30	154		21	43	141	21	4	31	17	202	128	52	5	3	2	1	4	1073
Pest		1	4		2	1	15		1	4	2	4		4	1	22	13	11					1	86
Cancelled			1				1																	0
HQS	12	17					52			10					15	41					2			149

Prepared By:  Tom Goodwin, Operations Manager

Submitted By:  Gustavo Becerra, Executive Director

**REGIONAL HOUSING AUTHORITY
STAFF REPORT**

Date: August 5, 2020
To: Board of Commissioners
From: Marco Cruz – Chief Financial Officer
Subject: Financial Review
Project Net Income April 1, 2020 to June 30, 2020

Business Activities

	Kingwood Commons Actual	Kingwood Commons Budget	Kingwood Commons Variance	PCD Actual	PCD Budget	PCD Variance
REVENUE	\$171,660	\$154,908	\$16,752	\$1,342	\$71,409	(\$70,067)
OPERATING EXPENSES	\$73,694	\$111,153	\$37,459	\$29,915	\$71,334	\$41,419
OPERATING REVENUE	\$97,966	\$43,755	\$54,211	(\$28,573)	\$75	(\$28,648)
NON-OPERATING EXPENSES	\$40,410	\$41,622	\$1,212	\$0	\$0	\$0
NET INCOME	\$57,556	\$2,133	\$55,423	(\$28,573)	\$75	(\$28,648)

	Development Projects Actual	Development Projects Budget	Development Projects Variance	Other Business Activities Actual	Other Business Activities Budget	Other Business Activities Variance
REVENUE	\$126,999	\$0	n/a	\$251,592	\$101,946	\$149,646
OPERATING EXPENSES	\$54,307	\$0		\$165,731	\$74,709	(\$91,022)
OPERATING REVENUE	\$72,692	\$0		\$85,862	\$27,237	\$58,625
NON-OPERATING EXPENSES	\$0	\$0		\$142,368	\$18,531	(\$123,837)
NET INCOME	\$72,692	\$0		(\$56,507)	\$8,706	(\$65,213)

Kingwood Commons is driving strong first quarter income, realized by a reduction in loan payments and completion of its capital improvements. This property should continue to see strong residual receipts in the future. PCD's negative income is due to revenue invoice timing. Due to staff attrition the department's quarterly operating expenses are very low compared to prior years. Other Business Activities has negative income due to \$70,000 in additional principal payoff for 1850 Anthony Way Trio loan and a \$100,000 CalPERS Additional Discretionary Payment (ADP).

Fiduciary Funds

	Homes 2 Families Actual	Homes 2 Families Budget	Homes 2 Families Variance
REVENUE	\$28,995	\$0	n/a
OPERATING EXPENSES	\$27,262	\$0	
OPERATING REVENUE	\$1,733	\$0	
NON-OPERATING EXPENSES	\$0	\$0	
NET INCOME	\$1,733	\$0	

Homes 2 Families is administered on behalf of the City of Yuba City. This includes \$8,700 in capital improvements for 764 Regent Loop.

Housing Choice Voucher

	HCV Admin Actual	HCV Admin Budget	HCV Admin Variance	HCV Voucher Actual	HCV Voucher Budget	HCV Voucher Variance
REVENUE	\$529,092	\$278,439	\$250,653	\$2,852,118	\$0	n/a
OPERATING EXPENSES	\$433,305	\$277,902	(\$155,403)	\$2,741,872	\$0	
OPERATING REVENUE	\$95,788	\$537	\$95,251	\$110,246	\$0	
NON-OPERATING EXPENSES	\$358,758	\$0	(\$358,758)	(\$358,758)	\$0	
NET INCOME	(\$262,971)	\$537	(\$263,508)	\$469,004	\$0	

HCV administrative funds is positive to expenses by \$95,788. Revenue includes an additional \$288,000 in HUD funding for COVID expenses. Operating Expenses include a \$275,000 CalPERS ADP. The \$358,758 in Non-Operating expenses is to clear a transfer to the Voucher program from prior years. This did not affect cash flow. HCV Voucher has positive receipts over voucher payments.

Public Housing

	Public Housing Actual	Public Housing Budget	Public Housing Variance
REVENUE	\$733,787	\$412,089	\$321,698
OPERATING EXPENSES	\$597,875	\$407,178	(\$190,697)
OPERATING REVENUE	\$135,912	\$4,911	\$131,001
NON-OPERATING EXPENSES	\$0	\$0	\$0
NET INCOME	\$135,912	\$4,911	\$131,001

Public Housing’s grant income (operating subsidy and capital funds) was better than budget by \$321,698 but this is primarily due to an early draw of CFP operating funds and \$67,155 received from HUD for COVID expenses. Expenses are higher than budgeted due to a \$200,000 CalPERS ADP.

State/Local

	NSP Actual	NSP Budget	NSP Variance	OMS Actual	OMS Budget	OMS Variance	Teesdale Actual	Teesdale Budget	Teesdale Variance
REVENUE	\$53,489	\$0	n/a	\$85,872	\$0	n/a	\$9,942	\$9,009	\$933
OPERATING EXPENSES	\$49,032	\$0		\$83,882	\$0		\$8,245	\$8,691	\$446
OPERATING REVENUE	\$4,458	\$0		\$1,990	\$0		\$1,696	\$318	\$1,378
NON-OPERATING EXPENSES	\$0	\$0		\$0	\$0		\$0	\$0	\$0
NET INCOME	\$4,458	\$0		\$1,990	\$0		\$1,696	\$318	\$1,378

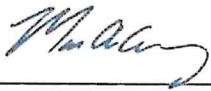
200 Jessica Drive under the Neighborhood Stabilization Program (NSP) continued to be under construction with repairs for water damage. Teesdale is in line with expectations. OMS revenues and expenses are in line but include an anticipated transfer of \$45,000 from Business Activities. OMS’s end of year is June rather than March and these numbers will change as we close the year.

USDA

	USDA Actual	USDA Budget	USDA Variance
REVENUE	\$742,068	\$775,245	(\$33,177)
OPERATING EXPENSES	\$528,122	\$599,586	\$71,464
OPERATING REVENUE	\$213,946	\$175,659	\$38,287
NON-OPERATING EXPENSES	\$94,000	\$159,996	\$65,996
NET INCOME	\$119,946	\$15,663	\$104,283


USDA's Tenant Rent is higher than expected but USDA rental assistance is lower than anticipated. Shortfall in revenues are offset by lower than expected expenses.

Prepared by:



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