

REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES
Minutes
Regular Board Meeting
June 5, 2013

ITEM NO. A - CALL TO ORDER:

Vice-Chairperson Judy Richards called the meeting to order at Yuba-Sutter Economic Development Corporation, 1227 Bridge Street, Suite C, Yuba City, CA 95991.

ITEM NO. A - ROLL CALL:

Commissioners Judy Richards, Tej Maan, Stanley Cleveland Jr., Jeffrey Brown, Terry Lamphier and Martha Griese were present. Chairperson Diane Hodges and Commissioner Charles Epp, were absent. Commissioner Suzanne Gallaty arrived later in the meeting. Legal Council Duane Oliveira was also absent.

ITEM NO. B. – PUBLIC PARTICIPATION: None

ITEM NO. C. – CLOSED SESSION: SIGNIFICANT EXPOSURE TO LITIGATION PURSUANT TO SUBDIVISION (b) OF GOVERNMENT CODE 54956.9, ANTICIPATED LITIGATION: ONE (1) CASE:

Vice-Chairperson Richards reported there was no action taken.

ITEM NO. D. - AWARDS AND PRESENTATIONS: None

ITEM NO. E. - CONSENT CALENDAR: None

ITEM NO. F.2. – FINANCE UPDATE:

Chief Financial Officer Gail Allen reviewed the report that was included in the packet. She also went through the impacts the Housing Authority may see due to sequestration. There are many options staff is looking to deal with the decrease in funding.

ITEM NO. F.3. – OCCUPANCY/ELIGIBILITY UPDATE:

Jeni Bobadilla, Interim Housing Services Manager, shared that the numbers for the Housing Choice Vouchers are dropping slowly. She mentioned the Cold Weather Shelter did have five (5) units leased last year, which was a large drop from prior years due to funding cuts.

ITEM NO. F.4. – MAINTENANCE UPDATE:

Executive Director Linda Nichols went over the report that was submitted. She mentioned the emergency work orders were probably up due to the poor weather.

ITEM NO. F.5. – PLANNING AND COMMUNITY DEVELOPMENT UPDATE:

Gustavo Becerra, Planning and Community Development Manager, stated the ribbon cutting took place at Maple Park. He stated staff is working with the City for the funding application for Phase 2. Mr. Becerra mentioned the rehab for the units purchased in Marysville with the Mental Health Services Act funds is near the end and a small ribbon cutting will take place the end of June.

ITEM NO. F.6. – ADMINISTRATIVE UPDATE:

Ms. Nichols explained the relationship with Casa de Esperanza is partnered with the Sutter Community Affordable Housing for transitional housing. She stated Yolo/Heiken does not work for transitional housing due to the restrictions on the project based vouchers. There have been informal conversations to discuss looking at land. Casa de Esperanza is looking for two (2) acres.

ITEM NO. G. – OLD BUSINESS: None

ITEM NO. H. 7. – APPROVAL OF TRIO LEASE/OPTION PROGRAM FUNDING THROUGH UMPQUA BANK:

Mr. Becerra stated the bond was not acquired by an investor but Umpqua Bank offer a different funding option. Umpqua Bank will be able to offer a much lower interest rate than the bonds would have. The financing would allow for the purchase of approximately six (6) homes.

Mr. Becerra mentioned there are many qualified applicants waiting for the program. Ms. Nichols stated this is the same program the Board approved in June 2012; the only difference is the funding source.

Commissioner Lamphier made a motion to authorize the borrowing of funds form Umpqua Bank for funding of the Trio Lease/Option program and authorize the Executive Director to submit a loan application to Umpqua Bank and execute any other documents necessary to carry out the terms of the loan. Commissioner Griese made the second. The following roll call vote was taken:

Vote: Ayes: Commissioners Judy Richards, Martha Griese, Suzanne Gallaty, Tej Maan, Stanley Cleveland Jr., Terry Lamphier and Jeffrey Brown

Nays: None

Abstain: None

Absent: Chairperson Diane Hodges and Charles Epp

ITEM NO. H.8. – APPROVAL OF RESOLUTION 13-1299 – AUTHORIZATION TO BORROW FUNDS FOR THE PURPOSE OF FINANCING THE ACQUISITION OF SINGLE-FAMILY HOUSING PROPERTIES INTENDED FOR LEASE:

Commissioner Griese made a motion to approve Resolution 13-1299, Authorization to borrow funds for the purpose of financing the acquisition of single-family housing properties intended for lease. Commissioner Cleveland made the second. The following roll call vote was taken:

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

ITEM NO. H.9. – APPROVAL OF PURCHASE OPTION AGREEMENT FOR PARCEL TO DEVELOP THE MAPLE PARK PHASE 2 PROJECT:

Mr. Becerra stated this is a standard option agreement used in some of our other projects. This agreement will be used to gain site control in order to apply for funding.

Commissioner Maan made a motion to approve the execution of the Purchase Option Agreement for APN 06-193-047 and authorize the Executive Director to execute all required documents. Commissioner Griese made the second. All were in favor by voice vote.

ITEM NO. H.10. – APPROVAL TO AWARD CONTRACT TO TREEHENGE CONSTRUCTION, INC. FOR THE EXTERIOR IMPROVEMENTS TO BE PERFORMED AT 396 MILES AVENUE:

Mr. Becerra explained staff went out to bid for Miles Market. There were four (4) contractors who submitted bids.

Commissioner Cleveland made a motion to approve the bid from Treehenge Construction, Inc. in the amount of \$91,900.00 for the exterior capital improvements planned for 396 Miles Avenue in Yuba City, and authorize the Executive Director to execute the construction contract and all required documents. Commissioner Brown made the second. All were in favor by voice vote.

ITEM NO. H.11. – APPROVAL OF RESOLUTION 13-1300 – RURAL DEVELOPMENT COLLECTION LOSS WRITE OFF IN THE AMOUNT OF \$306.65:

Commissioner Maan made a motion to approve Resolution 13-1300, Rural Development Collection Loss Write-Off in the amount of \$306.65. Commissioner Brown made the second. The following roll call vote was taken:

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

ITEM NO. H.12. – APPROVAL OF RESOLUTION 13-1301 – PUBLIC HOUSING COLLECTION LOSS WRITE OFF IN THE AMOUNT OF \$735.05:

Commissioner Maan made a motion to approve Resolution 13-1301, Public Housing Collection Loss Write-Off in the amount of \$735.05. Commissioner Brown made the second. The following roll call vote was taken:

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

ITEM NO. H.13. – APPROVAL OF RESOLUTION 13-1302 – KINGWOOD COMMONS COLLECTION LOSS WRITE OFF IN THE AMOUNT OF \$2,242.85:

Commissioner Maan made a motion to approve Resolution 13-1302, Kingwood Commons Collection Loss Write-Off in the amount of \$2,242.85. Commissioner Brown made the second. The following roll call vote was taken:

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

ITEM NO. H.14. – UPDATE REGARDING CASA DE ESPERANZA:

Ms. Nichols addressed this issue in her administrative update.

ITEM NO. H.15. – ELECTION OF CHAIRPERSON AND VICE-CHAIRPERSON:

Commissioner Maan made a motion to elect Diane Hodges as Chairperson. Commissioner Gallaty made the second.

Commissioner Lamphier made a motion to elect Judy Richards as Vice-Chairperson. Commissioner Maan made the second.

Commissioner Cleveland made a motion to close nominations. Commissioner Richards made the second. All were in favor by voice vote.

ITEM NO. I. OTHER BUSINESS INCLUDING HOUSING COMMISSIONERS' COMMENTS:

Commissioner Brown stated he is glad to see we are staying vital with all of the funding cuts due to sequestration.

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

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