

SUTTER COMMUNITY AFFORDABLE HOUSING

1455 BUTTE HOUSE ROAD
YUBA CITY, CA 95993
(530) 671-0220

February 16, 2022

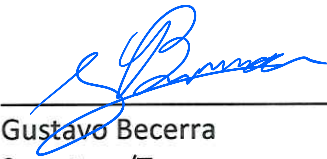
TO:

Brynda Stranix, President
Gustavo Becerra, Secretary/Treasurer
Diane Hodges, Board Member
Richard Grant, Board Member
Martha Griese, Board Member
Kimberly Butcher, Board Member
Nicholas Micheli, Board Member
Suzanne Gallaty, Board Member

Sutter County Board of Supervisors
City Council, Yuba City
City Council, Live Oak
Brant Bordsen, Legal Counsel
Appeal-Democrat

NOTICE OF REGULAR MEETING February 22, 2022

You are hereby notified that the Sutter Community Affordable Housing Board Meeting is scheduled for **Tuesday, February 22, 2022, at 12:00 PM at the Richland Neighborhood Center, 420 Miles Avenue, Yuba City, CA 95991.**



Gustavo Becerra
Secretary/Treasurer

SUTTER COMMUNITY AFFORDABLE HOUSING

**Regular Meeting of Board of Directors
Richland Neighborhood Center
420 Miles Avenue, Yuba City, CA 95991**

**Tuesday, February 22, 2022
12:00 PM**

AGENDA

- 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: NONE
- E. EXECUTIVE SESSION: NONE
May be held under California Government Code regarding pending and/or anticipated litigation, property acquisition, and/or personnel issues.
- 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.
 - 1. Recommend Approval of Minutes – December 1, 2021 pg. 1
 - 2. Recommend Establishing the Findings to Allow the Board to meet virtually if they elect to do so pg. 4

- 3. Recommend Approval of Amended Omnibus Assignment and Assumption Agreement with Regional Housing Authority pg.6

G. OLD BUSINESS: Discussion/Possible Action: NONE

H. NEW BUSINESS: Discussion/Possible Action:

- 4. Recommend Approval of Fiscal Year Ending 2023 Operating Budget pg. 10
Marco Cruz, Chief Financial Officer

I. ADMINISTRATIVE REPORT:

- 5. Maintenance Update on Maple Park Phase 1, Town Center Senior pg. 13
Manor, and Yolo/Heiken
Tom Goodwin, Operations Manager

- 6. Occupancy/Eligibility Update on Maple Park Phase 1, Kristen Court pg. 14
Phase 1, Town Center Senior Manor, and Yolo/Heiken
Pattra Runge, Occupancy Manager

- 7. Finance Update, Including 15 Year Forecast and Reserves pg. 15
Marco Cruz, Chief Financial Officer

- 8. Planning and Community Development Update pg. 17
Gustavo Becerra, Director

J. DIRECTOR'S COMMENTS:

K. NEXT MEETING: March 22, 2022

L. ADJOURNMENT:

SUTTER COMMUNITY AFFORDABLE HOUSING
Minutes
Special Board Meeting
December 1, 2021

ITEM NO. A - CALL TO ORDER:

Vice-President Suzanne Gallaty called the meeting to order at 12:00 PM.

ITEM NO. A - ROLL CALL:

Board Members present were Vice-President Suzanne Gallaty, Members Gustavo Becerra, Martha Griese, Richard Grant, and Diane Hodges. Board Member Nicholas Micheli arrived later in the meeting. President Brynda Stranix and Board Member Kimberly Butcher were absent.

ITEM NO. B. – PLEDGE OF ALLEGIANCE:

Board Member Richard Grant led the pledge of allegiance.

ITEM NO. C. – PUBLIC PARTICIPATION: NONE

ITEM NO. D. – AWARDS AND PRESENTATIONS: NONE

ITEM NO. E. – EXECUTIVE SESSION: NONE

ITEM NO. F.1-F.3. - CONSENT CALENDAR:

Board Member Richard Grant made a motion to approve the Consent Calendar as submitted. Board Member Martha Griese made the second. The following roll call vote was taken:

Vote: Ayes: Vice-President Suzanne Gallaty, Board Members Diane Hodges, Gustavo Becerra, Martha Griese, and Richard Grant
Nays: None
Abstain: None
Absent: President Brynda Stranix, Board Members Nicholas Micheli, and Kimberly Butcher

ITEM NO. G. – OLD BUSINESS: NONE

ITEM NO. H.4. – RESOLUTION 21-50, RESOLUTION OF THE MEMBERS OF NEW HAVEN – SCAH, LLC NO PLACE LIKE HOME NON-COMPETITIVE ALLOCATION:

Planning and Community Development Manager Beckie Flores stated this resolution is for the authorization to enter into an agreement for the allocation of the No Place Like Home funding in the amount not to exceed \$1,096,705.00.

Board Member Diane Hodges made a motion to approve Resolution 21-50, Resolution of the Members of New Haven – SCAH, LLC No Place Like Home Non-Competitive Allocation. Board Member Gustavo Becerra made the second. The following roll call vote was taken:

Vote: Ayes: Vice-President Suzanne Gallaty, Board Members Diane Hodges, Gustavo Becerra, Martha Griese, and Richard Grant
Nays: None
Abstain: None
Absent: President Brynda Stranix, Board Members Nicholas Micheli, and Kimberly Butcher

ITEM NO. I.5. – MAINTENANCE UPDATE ON MAPLE PARK PHASE 1, TOWN CENTER SENIOR MANOR, AND YOLO/HEIKEN:

Operations Manager Tom Goodwin stated staff continues to conduct inspection and there has been no resistance from residents in allowing staff to perform inspections. He explained these definitions of what an emergency work order is and what a routine work order is. Mr. Goodwin mentioned there have been more move outs than in the past at the Maple Park and Town Center locations.

ITEM NO. I.6. – OCCUPANCY/ELIGIBILITY UPDATE ON MAPLE PARK PHASE 1, KRISTEN COURT PHASE 1, TOWN CENTER SENIOR MANOR, AND YOLO/HEIKEN:

Occupancy Manager Pattra Runge said there have been a lot of vacancies at Town Center. She said all units are currently filled.

ITEM NO. I.7. – FINANCE UPDATE:

Chief Financial Officer Marco Cruz mentioned the high turnover rate at Town Center has had an affect on the budget, including decreased rental income and higher maintenance costs. He stated the revenues for Yolo/Heiken are in line with staff's expectations. Mr. Cruz shared the reserve accounts have increased.

Mr. Cruz went over the Yolo/Heiken forecast and reserves information provided in the packet.

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

Ms. Flores said there are a few projects in the works that include Kristen Court Phase III and Richland Village. She shared the construction financing for Kristen Court Phase III closed in October 2021 and the estimated completion date is November 2022. Ms. Flores stated an application for Affordable Housing and Sustainable Communities (AHSC) funding was submitted for the Richland Village project in June 2021. She explained awards were supposed to come out in October 2021 but were pushed out to January 2022.

Ms. Flores said the eight (8) families currently residing on the property where the Richland Village project is planned will be relocated.

ITEM NO. J – DIRECTOR’S COMMENTS:

Board Member Nicholas Micheli wished everyone a Merry Christmas.

ITEM NO. K – NEXT MEETING: January 25, 2022

ITEM NO. L - ADJOURNMENT: The meeting was adjourned at 12:29 PM in honor of Loretta Arnold.

SUTTER COMMUNITY AFFORDABLE HOUSING

STAFF REPORT

Date: February 22, 2022

To: Board of Directors

From: Jennifer Ruiz, Executive Assistant/HR Coordinator

SUBJECT: Ability to Hold Board Meetings Virtually as per AB361

RECOMMENDATION: Establish the Findings to Allow the Board to meet virtually if they elect to do so

FISCAL IMPACT: N/A

Background

On September 16, 2021, Governor Gavin Newsom signed AB 361 which will go into effect October 1, 2021. AB 361 extends the COVID-19 rules for conducting virtual or teleconference meetings under the Brown Act. In order to utilize the provisions of AB 361, a meeting must be held during a proclaimed state of emergency in which state or local officials have imposed or recommended measures to promote social distancing. The legislative body of the local agency must determine, by majority vote, that meeting in person would present imminent risks to health or safety of attendees.

If a proclaimed state of emergency still exists and the local agency wishes to continue to hold meetings in compliance with AB 361, the following must be done:

1. Within 30 days of the initial virtual or teleconference meeting, make the following findings by majority vote:
 - a. The agency has reconsidered the circumstances of the state of emergency, and
 - b. It either continues to directly impact the ability of members to meet safely in person, or state or local officials continue to impose or recommend measures to promote social distancing
2. Make the same findings by majority vote every 30 days thereafter.

Recommendation

It is recommended that the Board of Directors of Sutter Community Affordable Housing establish the findings to allow the Board to meeting virtually if they elect to do so as per AB 361.

Prepared by:



Jennifer Ruiz
Executive Assistant/HR Coordinator

Submitted by:



Gustavo Becerra
Executive Director

**SUTTER COMMUNITY AFFORDABLE HOUSING
STAFF REPORT**

Date: February 22, 2022
To: Board of Directors
From: Marco Cruz, Chief Financial Officer

SUBJECT: Omnibus Assignment and Assumption Agreement Amendment

Background

On August 24, 2021, the Board of Directors approved the Omnibus Agreement with Regional Housing Authority (RHA). This instrument defined the reimbursement of development expenses and fee pass through from Sutter Community Affordable Housing (SCAH) to RHA.

Included in the agreements was a nominal consideration of \$10.00 paid by the parties to execute the agreement. On further review this annual monetary payment is considered superfluous and administratively burdensome. On the advice of the drafting attorney, we are recommending omitting the \$10.00 consideration from the agreements.

Amendment

The NOW THEREFORE section has been modified to omit the \$10 in annual consideration.

Prior Language:

“NOW THEREFORE, for and in consideration of \$10.00, and other good and valuable consideration, the receipt and adequacy of which are hereby acknowledged, the Parties mutually agree and covenants as follows:”

Amended Language:

“NOW THEREFORE, for and in consideration of the foregoing premises and for other good and valuable consideration hereinafter described, the receipt and sufficiency of which are acknowledged, the Parties agree as follows:”

Recommendation

Staff recommends that Sutter Community Affordable Housing’s Board of Directors approve the amended Omnibus Assignment and Assumption Agreement with Regional Housing Authority.

Prepared by:



Marco A. Cruz, Chief Financial Officer

Submitted by:



Gustavo Becerra, Executive Director

OMNIBUS ASSIGNMENT AND ASSUMPTION AGREEMENT

THIS OMNIBUS ASSIGNMENT AND ASSUMPTION AGREEMENT (this “**Agreement**”) is entered into as of the date of each such Schedule which is attached hereto (the “**Effective Date**”) by and among Regional Housing Authority, a public body corporate and politic (“**Assignee**”) and each Assignor (as shown on the signature page attached to each **Schedule A** (defined below)). Assignor and Assignee are referred to herein collectively as the “**Parties**” or individually a “**Party**.” Capitalized terms used but not defined herein shall have the meanings given to them in the project documents identified below (as may be amended, amended and restated, supplemented or otherwise modified from time to time, collectively, the “**Project Documents**”).

WITNESSETH:

WHEREAS, each Assignor is either an affiliate of or related to the Assignee;

WHEREAS, each Assignor has entered into certain Project Documents, including, without limitation, an amended and restated limited partnership agreement or amended and restated operating agreement, development services agreement, incentive management fee agreement, company or partnership management fee agreement, asset management agreement or other services agreement, related to an affordable housing project (the “**Project**”) which provide for payment of fees and/or distributions of cash flow or sales proceeds to each Assignor (collectively, “**Assigned Interests**”);

WHEREAS, the Parties agree that the personnel who have the skill, experience and qualifications required to perform the services to earn the income related to each Assigned Interests (“**Assigned Interests Income**”) are employed by the Assignee;

WHEREAS, the Parties agree that the Assigned Interests Income will be realized solely through the efforts of the Assignee personnel and that the underlying Assigned Interests Income is more fairly allocable to the Assignee which is the party which will provide the services to earn the Assigned Interests Income;

WHEREAS, the Parties agree that each Assignor, Project, Assigned Interest and Assigned Interest Income shall be tracked on a calendar year basis beginning with calendar year 2020 and all preceding applicable calendar years, e.g., *2020 Schedule A* attached hereto showing the Parties signatures for Projects closed prior to calendar year 2021 and *2020 Schedule B* attached hereto listing the Assignors, Projects and Assigned Interests related to Projects closed prior to calendar year 2021 which shall collectively represent the “**Schedule**” for all Projects closed prior to calendar year 2021); and

WHEREAS, the Parties agree that a new Schedule A and B will be signed and filled out for each Project closed in each such calendar year subsequent to 2020 in which the relevant Parties enter into Project Documents with related Assigned Interests to be assigned to Assignee for said calendar year and each new Schedule A and B for each such calendar year shall be attached to this Agreement.

NOW THEREFORE, in consideration of the foregoing premises and for other good and valuable consideration hereinafter described, the receipt and sufficiency of which are acknowledged, the Parties agree as follows:

1. The foregoing recitals are incorporated herein.
2. Each of the Parties hereto consents to each Schedule, attached hereto to which it is a party, as of the Effective Date of each such Schedule.
3. Each Assignor listed on a Schedule attached hereto hereby assigns, designates and transfers to the Assignee, all rights to such Assignor's Assigned Interests Income arising under or in connection with such Assignor's Project Documents, and the Assignor accepts such assignment of said Assigned Interests Income and the assumption of obligations of each respective Assigned Interests as provided for in said Project Documents.
4. Each Assignor acknowledges and agrees that the Assignee has and will continue to incur costs and expenses related to the oversight of each Assignor's operations and assets and coordinating the preparation of any required housing agency, federal, state, and local tax and other required filings and financial reports. In order to compensate the Assignee for the foregoing services, each Assignor agrees to pay the Assignee an annual amount to be paid on or before April 1 which will represent fair and reasonable payment for services rendered and/or reimbursement of Assignee's costs and expenses incurred on behalf of such Assignor related to the prior calendar year. The annual fee shall be in the amount of 90% of the Assignor's remaining cash balance on December 31 of said prior calendar year after payment of all such Assignor's expenses for such prior calendar year as determined by the accountants which prepare the Assignor's financial statements.
5. This Agreement may be executed in counterparts, each of which shall be deemed an original, but all of which, together, shall constitute one fully-executed instrument.
6. This Agreement constitutes the final understanding and agreement among the Parties with respect to the subject matter hereof and supersedes all prior negotiations, understandings, and agreements among the Parties, whether written or oral. This Agreement may be amended, supplemented or changed only by a writing signed or authorized by or on behalf of each Party to be bound thereby.
7. The foregoing terms are effective for each calendar year(s) as designated on each Schedule A and B and to the extent any transfer of cash or payment to or between the Assignor and Assignee related to the Project Documents has heretofore been taken, executed, delivered or performed by a Party during such calendar year, the same is hereby ratified and affirmed as being subject to the terms of this Agreement.
8. This Agreement will inure to the benefit of, and will be binding upon, each Party's successors and assigns.
9. This Agreement shall be governed exclusively by and construed in accordance with the applicable laws of the State of California.

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2020 SCHEDULE B

-Assignor and Project Listing-

Assignor	Project
NEW HAVEN-SCAH, LLC	New Haven
SUTTER COMMUNITY AFFORDABLE HOUSING	New Haven Maple Park Phase 1 Kristen Court Phase 1 Kristen Court Phase 2

**SUTTER COMMUNITY AFFORDABLE HOUSING
STAFF REPORT (BUDGET)**

Date: February 22, 2022
To: Board of Directors
From: Marco Cruz, Chief Financial Officer

SUBJECT: Fiscal Year Ending 2023 Operating Budgets
RECOMMENDATION: Approve Operating Budgets

Background:

In accordance with sound fiscal management and programmatic requirements the staff of Regional Housing Authority (RHA) creates Sutter Community Affordable Housing's (SCAH) annual budget for the Board of Directors to review and approve. Revenues and expenses for the upcoming fiscal year are analyzed and estimated. While the most up to date projections are presented here actual performance may vary.

What are our programs, number of units and designations?

Town Center Senior Manor

This is a 28-unit senior complex located in Yuba City, CA. Town Center is directly owned by SCAH and managed by the staff of RHA. Operating revenues provided by tenant rent and Section 8 rental assistance.

Yolo-Heiken

This is a 5-unit family complex located in Yuba City, CA. Yolo-Heiken is directly owned by SCAH and managed by the staff of RHA. Operating revenues provided by tenant rent and Section 8 rental assistance.

Low Income Housing Tax Credit (LITCH) Developments

SCAH has partnered with various developers to build or rehabilitate low-income projects in Sutter County. These were funded with federal tax credits and local funding. Except for Maple Park Phase 1, these developments are managed by an outside firm. Their budgets are not included with SCAH's. Operating revenue includes tenant rents and Section 8 rental assistance subsidies.

Maple Park Phase-1	56 units (SCAH is a co-manager)
Kristen Court Phase-1	56 units
Kristen Court Phase-2	24 units
Kristen Court Phase-3	32 units (under construction)
New Haven Court	40 units

What was included in FYE 2023 Report?

- Budget summary with annual cash increase (decrease)

What factors do you use when preparing a budget (Town Center and Yolo Heiken)?

- Income Annualized average or prior year budget

- Expenses Annualized average or prior year budget
- Adjustments Managers recommend adjustments to expenses based on anticipated needs and to reconcile to anticipated revenue

What are some of the specifics of each budget?

- All programs, excluding Kristen Court
 - Where available, Capital Needs Assessments
 - Levee bond tax for all Sutter County properties
 - Utility budgets are being brought more into line with actual costs
 - Income
 - Rent
 - Town Center is a Housing Choice Voucher tenant-based unit (voucher will migrate with tenant)
 - Yolo Heiken and Maple Park - Phase 1 are Housing Choice Voucher project based units (vouchers stay with project)

What costs are included in the budget (not an inclusive list):

- Administration Wages/benefits, legal, training/travel, dues/subscriptions/publications, advertising, supplies, computer parts, telephone/Internet/cell phones, postage, answering service, printing, management, and accounting fees
- Utilities Water, sewer, gas, electric, trash removal
- Maintenance Work order charges, outside vendors-units/operations (alarm, unit maintenance, pest control, elevator upkeep, roofing)
- General Insurance, levee taxes/special assessments, major repairs, tenant bad debt

2023 Budget Highlights

Salaries and Benefits

SCAH directly reimburses RHA’s staffing salaries and benefits to manage the property. The budget includes wage increases and increases to health insurance. California’s minimum wage has increased to \$15/hr increasing our onsite manager costs. Maintenance staffing is reimbursed through per visit trip charges and only a slight increase is expected.

Insurance

Insurance continues to rise at a rapid pace due to recent wildfires and a lack of reinsurers. SCAH’s insurance rose 14% over prior years.

General

SCAH has been affected by the national inflationary pressures and costs are rising faster than expected year over year. Other than the above, we normally budget expenses to increase by 3-5%. For FYE 2023, administrative expenses are expected to rise by 5%, maintenance costs by 8%, with some line items such as paint and maintenance contracts increasing by 10-15%.

Fiscal Year Ending 2023 Budget (April 2022 - March 2023)

TOWN CENTER SENIOR MANOR			
	Budget 2023	Trailing Twelve Months	Difference
Revenues	\$244,764	\$238,089	\$6,675
Operating Expenses	\$186,303	\$167,635	\$18,667
Operating Revenue	\$58,461	\$70,454	(\$11,992)
Non-Operating Expenses	\$161,431	\$156,597	\$4,835
Net Income (Accrual)	(\$102,970)	(\$86,143)	(\$16,827)
Cash Flow Adjustments	\$161,431	\$156,597	\$4,834
Annual Cash Increase (Decr)	\$58,461	\$70,454	(\$11,993)

YOLO-HEIKEN			
	Budget 2023	Trailing Twelve Months	Difference
Revenues	\$56,929	\$50,993	\$5,936
Operating Expenses	\$30,415	\$27,705	\$2,710
Operating Revenue	\$26,515	\$23,288	\$3,227
Non-Operating Expenses	\$7,970	\$7,590	\$380
Net Income (Accrual)	\$18,545	\$15,698	\$2,847
Cash Flow Adjustments	\$7,970	\$7,590	\$380
Annual Cash Increase (Decr)	\$26,515	\$23,288	\$3,227

RECOMMENDATION:

It is recommended that the Board of Directors of the Sutter Community Affordable Housing approve the FYE 2023 operating budget.

Prepared by:



Marco A. Cruz, Chief Financial Officer

Submitted by:



Gustavo Becerra, Executive Director

Sutter Community Affordable Housing

DATE: February 22, 2022
 TO: Board of Directors
 FROM: Tom Goodwin, Operations Manager

SUBJECT: Maintenance and Operations Update

- Total work orders for Oct., Nov., Dec. 2021 were 162. Break down as follows:
- Total number of work orders by projects:

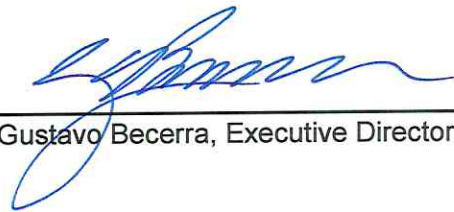
Priority & Category	Maple Park	Town Center	Yolo	TOTAL
Emergency	12	3	2	17
Make Ready's	3	1		4
Routine	68	71	3	142
Scheduled				0
Pest		5		5
Cancelled				0
HQS		27		27
Total Property	83	75	5	163
<i>Pending</i>				0
<i>Completed</i>	82	75	5	162

Prepared By:

Tom Goodwin

Tom Goodwin, Operations Manager

Submitted By:



Gustavo Becerra, Executive Director

SUTTER COMMUNITY AFFORDABLE HOUSING

STAFF REPORT

Date: February 22, 2022

To: Board of Directors

From: Pattra Runge, Occupancy Manager

SUBJECT: Quarterly Occupancy (Q3-2021) report for quarter ending December 31, 2021

RECOMMENDATION: None - Update Only

FISCAL IMPACT: None - Informational Only

Sutter Community Affordable Housing

Development	Units Available	Units Leased October	Units Leased November	Units Leased December
Town Center (Yuba City)	27	25	27	26
Yolo-Heiken (Yuba City)	5	5	5	5
Maple Park I (Live Oak)	55	54	51	54
Kristen Court I (Live Oak)	55	55	55	55
Kristen Court II (Live Oak)	24	24	23	22
New Haven Court (Yuba City)	39	39	38	39

Currently, the following property waitlists are open: Town Center Senior Manor and Kristen Court (both phases). Vacancies continue to be filled within an approximate 30-day turn-around period.

Prepared by:

Submitted by:


Pattra Runge
Occupancy Manager
Regional Housing Authority


Gustavo Becerra
Executive Director
Regional Housing Authority

**SUTTER COMMUNITY AFFORDABLE HOUSING
STAFF REPORT**

Date: February 22, 2022
To: Board of Directors
From: Marco Cruz, Chief Financial Officer

SUBJECT: Financial Review (April 2021-December 2021)

Town Center Senior Manor

INCOME STATEMENT APRIL-DECEMBER

	Town Center Actual	Town Center Budget	Town Center Variance
REVENUE	\$177,575	\$187,659	(\$10,084)
OPERATING EXPENSES	\$142,414	\$122,974	(\$19,439)
OPERATING REVENUE	\$35,161	\$64,685	(\$29,523)
NON-OPERATING EXPENSES	\$0	\$0	\$0
NET INCOME	\$35,161	\$64,685	(\$29,523)

TOWN CENTER BALANCE SHEET

	Mar 2021 Balance	Dec 2021 Balance	Net Change
CASH	\$205,720	\$236,711	\$30,991
ACCOUNTS AND NOTES RECEIVABLE	\$239	\$0	(\$239)
OTHER CURRENT ASSETS	\$0	\$6,818	\$6,818
FIXED ASSETS (NET)	\$865,814	\$865,776	(\$38)
TOTAL ASSETS	\$1,071,773	\$1,109,306	\$37,533
CURRENT LIABILITIES	\$1,364,008	\$1,366,418	\$2,410
NONCURRENT LIABILITIES	\$1,996,956	\$1,996,956	\$0
RETAINED EARNINGS	(\$2,289,191)	(\$2,254,068)	\$35,123
TOTAL LIABILITIES AND EQUITY	\$1,071,773	\$1,109,306	\$37,533

Town Center has experienced an unusual amount of turnover this fiscal year, decreasing rental income and increasing maintenance expenses. The high turnover rate stabilized by December, but the property will not meet its Net Income budget for the 2022 fiscal year. The 2022 insurance bill was 14% higher than last year. Town Center's cash position increased \$30,991 from the start of the fiscal year of April 1, 2021. The \$6,818 increase in Other Current Assets is prepaid insurance that will cross Town Center's fiscal year ending March 31st.

Yolo-Heiken

INCOME STATEMENT APRIL-DECEMBER

	Yolo-Heiken Actual	Yolo-Heiken Budget	Yolo-Heiken Variance
REVENUE	\$40,698	\$37,895	\$2,803
OPERATING EXPENSES	\$20,219	\$21,315	\$1,096
OPERATING REVENUE	\$20,479	\$16,580	\$3,899
NON-OPERATING EXPENSES	\$0	\$0	\$0
NET INCOME	\$20,479	\$16,580	\$3,899

YOLO-HEIKEN BALANCE SHEET

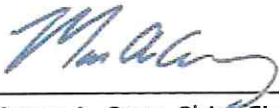
	Mar 2021 Balance	Dec 2021 Balance	Net Change
CASH	\$49,219	\$67,487	\$18,268
ACCOUNTS AND NOTES RECEIVABLE	\$0	\$1,747	\$1,747
OTHER CURRENT ASSETS	\$0	\$945	\$945
FIXED ASSETS (NET)	\$146,043	\$146,043	(\$0)
TOTAL ASSETS	\$195,262	\$216,223	\$20,961
CURRENT LIABILITIES	\$3,123	\$3,604	\$481
NONCURRENT LIABILITIES	\$160,000	\$160,000	\$0
RETAINED EARNINGS	\$32,139	\$52,618	\$20,479
TOTAL LIABILITIES AND EQUITY	\$195,262	\$216,223	\$20,961

Yolo-Heiken's revenues are slightly higher than expectations. Administrative expenses are lower than expected offset by an increase in maintenance work orders. Its cash position has increased by \$18,268 since the start of the fiscal year.

RESERVE ACCOUNTS:

	Mar 2021	Dec 2021	Inc/(Decr)
TC Operations Reserve	\$88,229	\$115,470	\$27,241
TC Replacement Reserve	\$98,444	\$98,459	\$15
Yolo-Heiken Operating Reserve	\$40,056	\$52,112	\$12,056

Prepared by:



Marco A. Cruz, Chief Financial Officer

Submitted by:



Gustavo Becerra, Executive Director

**SUTTER COMMUNITY AFFORDABLE HOUSING
STAFF REPORT**

Date: February 22, 2022
To: Board of Directors
From: Gustavo Becerra, Executive Director

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

Department Updates:

Kristen Court Phase III (Live Oak) – Co-developer: Pacific West Communities; Number of units: 32; Target population: low-income families. Construction financing closed on October 19, 2021, with an estimated construction completion date of December, 2022.

Construction is progressing, although weather delays from December 2021 storms, material shortages, and labor shortages have impacted the schedule.

Richland Village (Yuba City) – Co-developer: Sage Housing Group; Number of units: 176; Target population: low-income families. The Housing Authority has committed 20 project-based Housing Choice Vouchers to the development as well as a land loan for \$2,110,000. The City of Yuba City also approved a \$1,000,000 capital funds grant to the project. RHA and Sage submitted an application for Affordable Housing and Sustainable Communities (AHSC) funding to State HCD on June 8, 2021, and it is with great pleasure to report that the project was awarded \$30 million in AHSC financing. Awards were announced on January 26, 2022.

Next, RHA and Sage Housing will coordinate and work on submitting an application for low-income housing tax credits, and tax-exempt bonds in order to complete the financing package necessary to develop the project. This next application is due on March 16, 2022, with awards to be announced in June 2022.

Local Financing Commitments:

- Sutter County Fee Deferral = \$453,552
- Regional Housing Authority Land Loan = \$2,110,000
- Regional Housing Authority = 20 Project Based Vouchers (20-year contract)
- City of Yuba City Capital Funds = \$1,000,000
- Yuba City Unified School District Fee Deferral = \$237,270

Prepared and Submitted by:



Gustavo Becerra
Executive Director