

CITY OF YUBA CITY  
STAFF REPORT

**Date:** July 21, 2020  
**To:** Honorable Mayor & Members of the City Council  
**From:** Development Services Department  
**Presented by:** Benjamin Moody, Development Services Director

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**Summary**

**Subject:** Authorizing submittal of an application for Permanent Local Housing Allocation (PLHA) Funds; and approving PLHA Section 302(c)(4) Plan

**Recommendation:** A. Adopt a Resolution authorizing the Development Services Director to submit an application for the projects utilizing Permanent Local Housing Allocation

B. After consideration and input from Council regarding funding allocations, adopt a Resolution approving for the Permanent Local Housing Allocation Funds Section 302(c)(4) Plan

C. Authorize the Finance Director to amend Fiscal Year 20/21 budget to receive funding and establish a CIP account (951281) for Permanent Local Housing Allocation Funds in the amount of \$311,140 and take any actions to allocate the funding for use in accordance with federal and state guidelines

**Fiscal Impact:** Fiscal Year 20/21 Revenue \$311,140. Approximately \$1,800,000 over the next five years

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**Purpose:**

To obtain state grant funds to further the City's efforts to provide affordable housing and assist with homelessness.

**Background:**

The California Department of Housing and Community Development (HCD) has released a Notice of Funding Availability (NOFA) of approximately \$195 million for the Permanent Local Housing Allocation (PLHA) program. Funding for the NOFA is provided pursuant to Senate Bill 2. Senate Bill 2 was signed into law by Governor Brown on September 29, 2017 and took effect January 1, 2018. It creates a \$75 fee on certain real estate transaction documents when they are recorded, capped at \$225 per transaction. The fee does not apply to sales of residential and commercial properties but instead to other transactions like mortgage refinancing and county fixture filings.

Senate Bill (SB) 2 established the Building Homes and Jobs Trust Fund so that 70 percent of the

moneys collected would be deposited into the Fund, beginning in 2019, and allocated to local governments for eligible housing activities. The intent of SB 2 is to provide a permanent source of funding to local governments for housing-related projects and programs that address the unmet housing needs in their communities.

**Analysis:**

Under the PLHA program, HCD is required to allocate 90 percent of the funds based on the federal Community Development Block Grant (CDBG) formula to local agencies. The remaining 10 percent is required to be distributed through a competitive grant program for communities that do not receive CDBG allocations. The current NOFA covers the first year of the program and the subsequent four annual allocations.

In the first year's allocation, HCD has allocated \$311,140 to the City of Yuba City. Over the five years covered by the current NOFA, the City is projected to receive a total of \$1,866,000. The City can use five percent of its annual allocation for administrative costs, \$15,557 of the first-year allocation.

As a basis for the funding allocation plan and recognizing the City's 5-Year Consolidated Plan, staff proposes to utilize 50% (\$147,792, year 1) of the available funding for the predevelopment, development, acquisition, rehabilitation, and preservation of affordable, multifamily rental housing projects identified by the City in collaboration with the Regional Housing Authority and other qualified affordable housing developers. With the remainder 50% (\$147,792, year 1) will be used to help fund supportive services and programs for the local homeless population in collaboration with the Sutter-Yuba Homeless Consortium, Sutter County and other qualified homeless services providers. If there is a shift in priorities within the next five years, staff is able to re-allocate 10% of the funding without having to amend the Plan with HCD.

**Fiscal Impact:**

Fiscal Year 20/21 Revenue \$311,140. Approximately \$1,800,000 over the next five years.

**Alternatives:**

Provide guidance to staff to modify the funding plan in accordance with City Council priorities.

**Recommendation:**

- A. Adopt a Resolution authorizing the Development Services Director to submit an application for the projects utilizing Permanent Local Housing Allocation
- B. After consideration and input from Council regarding funding allocations, adopt a Resolution approving for the Permanent Local Housing Allocation Funds Section 302(c)(4) Plan
- C. Authorize the Finance Director to amend Fiscal Year 20/21 budget to receive and establish a CIP account (951281) for Permanent Local Housing Allocation Funds in the amount of \$311,140 and take any actions to allocate the funding for use in accordance with federal and state guidelines.

**Attachments:**

1. Resolution to submit application
2. Resolution approving Permanent Local Housing Allocation Funds Section 302(c)(4) Plan
  - a. Section 302(c)(4) Plan

Prepared by:

*/s/ Jaspreet Kaur*

Jaspreet Kaur  
Administrative Analyst

Submitted by:

*/s/ Diana Langley*

Diana Langley  
Interim City Manager

Reviewed by:

Department Head

Finance

City Attorney

BM

SM

SLC by email

# ATTACHMENT 1

**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF YUBA CITY  
AUTHORIZING THE DEVELOPMENT SERVICES DIRECTOR TO SUBMIT AN APPLICATION  
FOR PROJECTS UTILIZING PERMANENT LOCAL HOUSING ALLOCATION FUNDS FROM  
THE STATE DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT**

WHEREAS, the Department is authorized to provide up to \$195 million under the SB 2 Permanent Local Housing Allocation Program Formula Component from the Building Homes and Jobs Trust Fund for assistance to Cities and Counties (as described in Health and Safety Code section 50470 et seq. (Chapter 364, Statutes of 2017 (SB 2)); and,

WHEREAS, the State of California (the "State"), Department of Housing and Community Development ("Department") issued a Notice of Funding Availability ("NOFA") dated 02/26/2020 under the Permanent Local Housing Allocation (PLHA) Program; and,

WHEREAS, Applicant is an eligible Local government applying for the program to administer one or more eligible activities, or a Local or Regional Housing Trust Fund to whom an eligible Local government delegated its PLHA formula allocation; and,

WHEREAS, the Department may approve funding allocations for PLHA Program, subject to the terms and conditions of the Guidelines, NOFA, Program requirements, the Standard Agreement and other contracts between the Department and PLHA grant recipients.

NOW, THEREFORE, be it resolved by the City Council of Yuba City as follows:

1. If Applicant receives a grant of PLHA funds from the Department pursuant to the above referenced PLHA NOFA, it represents and certifies that it will use all such funds in a manner consistent and in compliance with all applicable state and federal statutes, rules, regulations, and laws, including without limitation all rules and laws regarding the PLHA Program, as well as any and all contracts Applicant may have with the Department.
2. Applicant is hereby authorized and directed to receive a PLHA grant, in an amount not to exceed the five-year estimate of the PLHA formula allocations, as stated in Appendix C of the current NOFA (\$1,866,840), in accordance with all applicable rules and laws.
3. Applicant hereby agrees to use the PLHA funds for eligible activities as approved by the Department and in accordance with all Program requirements, Guidelines, other rules and laws, as well as in a manner consistent and in compliance with the Standard Agreement and other contracts between the Applicant and the Department.
4. Applicant certifies that, if funds are used for the acquisition, construction or rehabilitation of for-sale housing projects or units within for-sale housing projects, the grantee shall record a deed restriction against the property that will ensure compliance with one of the requirements stated in Guidelines Section 302(c)(6)(A), (B) and (C).
5. Applicant certifies that, if funds are used for the development of an Affordable Rental Housing Development, the Local government shall make PLHA assistance in the form of a low-interest, deferred loan to the Sponsor of the Project, and such loan shall be evidenced through a Promissory Note secured by a Deed of Trust and a Regulatory Agreement shall restrict

occupancy and rents in accordance with a Local government-approved underwriting of the Project for a term of at least 55 years.

6. Applicant shall be subject to the terms and conditions as specified in the Standard Agreement, the PLHA Program Guidelines and any other applicable SB 2 Guidelines published by the Department.
7. The Development Services Director is authorized to execute the PLHA Program Application, the PLHA Standard Agreement and any subsequent amendments or modifications thereto, as well as any other documents which are related to the Program or the PLHA grant awarded to Applicant, as the Department may deem appropriate.

The foregoing resolution was duly and regularly introduced, passed, and adopted by the City Council of the City of Yuba City at a regular meeting thereof held on the 21<sup>st</sup> day of July 2020.

AYES:

NOES:

ABSENT:

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Shon Harris, Mayor

ATTEST:

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Patricia Buckland, City Clerk

APPROVED AS TO FORM  
COUNSEL FOR YUBA CITY:

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Shannon Chaffin, City Attorney  
Aleshire & Wynder, LLP

# ATTACHMENT 2

**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF YUBA CITY  
APPROVING THE PERMANENT LOCAL HOUSING ALLOCATION FUNDS  
SECTION 302(c)(4) PLAN**

WHEREAS, the Department is authorized to provide up to \$195 million under the SB 2 Permanent Local Housing Allocation Program Formula Component from the Building Homes and Jobs Trust Fund for assistance to Cities and Counties (as described in Health and Safety Code section 50470 et seq. (Chapter 364, Statutes of 2017 (SB 2))); and,

WHEREAS, the State of California (the "State"), Department of Housing and Community Development ("Department") issued a Notice of Funding Availability ("NOFA") dated 02/26/2020 under the Permanent Local Housing Allocation (PLHA) Program; and,

WHEREAS, Applicant is an eligible Local government applying for the program to administer one or more eligible activities, or a Local or Regional Housing Trust Fund to whom an eligible Local government delegated its PLHA formula allocation; and,

WHEREAS, the Department may approve funding allocations for PLHA Program, subject to the terms and conditions of the Guidelines, NOFA, Program requirements, the Standard Agreement and other contracts between the Department and PLHA grant recipients.

NOW THEREFORE BE IT RESOLVED THAT:

1. The City Council of the City of Yuba City approves the attached five-year PLHA Section 302(c)(4) Plan ("Plan") to be submitted with the Applicant's PLHA allocation funds application to the Department.
2. Applicant is hereby authorized and directed to distribute the PLHA funds according to the above-referenced Plan.
3. The Development Services Director is authorized to request funds from the Department on behalf of the Applicant for the Plan's approved, eligible activities.

The foregoing resolution was duly and regularly introduced, passed, and adopted by the City Council of the City of Yuba City at a regular meeting thereof held on the 21<sup>st</sup> day of July 2020.

AYES:

NOES:

ABSENT:

---

Shon Harris, Mayor



ATTEST:

---

Patricia Buckland, City Clerk

APPROVED AS TO FORM  
COUNSEL FOR YUBA CITY:

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Shannon Chaffin, City Attorney  
Aleshire & Wynder, LLP

Attachment:

- a. PLHA Section 302(c)(4) Plan

# ATTACHMENT A

# **Permanent Local Housing Allocation (PLHA) Formula Allocation**

## **2020 Application**



**State of California  
Governor, Gavin Newsom**

**Lourdes Castro Ramirez, Secretary  
Business, Consumer Services and Housing Agency**

**Douglas R. McCauley, Acting Director  
Department of Housing and Community Development**

Program Design and Implementation, PLHA Program  
2020 West El Camino Avenue, Suite 150, Sacramento, CA 95833  
PLHA Program Email: [PLHA@hcd.ca.gov](mailto:PLHA@hcd.ca.gov)

**Final Filing Date: April 27, 2020 through July 27, 2020 at 5 P.M. PST**

Instructions				Rev. 2/26/20
When opening this file, a yellow banner at the top may appear with a button that says "Enable Content". It is essential that you click this box so that the macros are enabled. Enabling macros is necessary for full worksheet functionality. Macros do not work with Microsoft's Excel version for Apple Mac.				
HCD will only accept applications through a postal carrier service such as U.S. Postal Service, UPS, FedEx or other carrier services that provide date stamp verification confirming delivery to HCD's office. A complete original application and an electronic copy on a USB flash drive with all applicable information must be received by HCD via postal carrier no later than 5:00 p.m. on:				
Monday, July 27, 2020				
Applications must be on the Department's forms and cannot be altered or modified by the Applicant. Excel forms must be in Excel format and unprotected, not a .pdf document. For application errors please fill out the Application Support worksheet and email the entire workbook to Application Support for application errors at <a href="mailto:AppSupport@hcd.ca.gov">AppSupport@hcd.ca.gov</a> .				
<b>General Instructions</b> (Additional instructions and guidance are given throughout the Supplemental Application in "red" text and in cell comments. <b>Guideline references are made with "\$" and the corresponding guideline section number.</b>				
"Yellow" cells are for Sponsor input. Failure to provide the required attachments and documentation may disqualify your application from consideration or may negatively impact your point score.				
Required attachments are indicated in "orange" throughout the Supplemental Application. Failure to provide the required attachments and documentation may disqualify your application from consideration or may negatively impact your point score. Electronically attached files must use the naming convention in the Supplemental Application. For Example: "App1 Payee Data" for Sponsor 1 Payee Data Record/STD. 204.				
Threshold items are indicated in "blue" cells.				
"Red" shaded cells indicate the Sponsor has failed to meet a requirement of the program. Point cells in the Scoring worksheet shaded in "red" indicate that the Sponsor has failed to meet the minimum points required.				
Sponsor must complete the following worksheets in the PLHA Formula Allocation Application.				
<b>Formula Allocation Application</b>				
<b>302(c)(4) Plan</b>				
<b>Legislative Contacts</b>				
Checklist				
Binder Tab #	Threshold Requirement	Electronic File Name	Document Description	Included?
1	X	<a href="#">App1 Resolution</a>	PLHA webpage for Resolution Document	Included
2	X	<b>App1 Signature Block</b>	<b>Signature Block - upload in Microsoft Word Document</b>	Included
3	X	<a href="#">App1 TIN</a>	Taxpayer Identification Number Document	Included
4		<b>Applicant Agreement</b>	<b>Legally binding agreement between Delegating and Administering Local Governments</b>	Not applicable
5	X	<b>Plan Adoption</b>	<b>§302(c)(4)(D) Evidence that the Plan was authorized and adopted by resolution by the Local jurisdiction and that the public had an adequate opportunity to review and comment on its content.</b>	Included
<b>Disclosure of Application (California Public Records Act Statutes of 1968 Chapter 1473):</b> Information provided in the application will become a public record available for review by the public, pursuant to the California Public Records Act Statutes of 1968 Chapter 1473. As such, any materials provided will be disclosable to any person making a request under this Act. The Department cautions Applicants to use discretion in providing information not specifically requested, including but not limited to, bank accounts, personal phone numbers and home addresses. By providing this information to the Department, the Applicant is waiving any claim of confidentiality and consents to the disclosure of submitted material upon request."				

<b>Local Government Formula Allocation</b>						Rev. 5/20/20	
<b>Eligible Applicant Type:</b>		<b>Entitlement</b>					
<b>Local Government Recipient of PLHA Formula Allocation:</b>				Yuba City			
<b>Approximate PLHA Formula Allocation Amount:</b>		<b>\$311,140</b>		<b>Allowable Local Admin (5%):</b>		<b>\$15,557</b>	
<p>Instructions: If the Local Government Recipient of the PLHA Formula Allocation delegated its PLHA formula allocation to a Local Housing Trust Fund or to another Local Government, the Applicant (for which information is required below) is the Local Housing Trust Fund or administering Local Government. The PLHA award will be made to the Applicant (upon meeting threshold requirements) and the Applicant is responsible for meeting all program requirements throughout the term of the Standard Agreement.</p> <p>The 302(c)(4) Plan template worksheet requires first choosing one or more of the Eligible Activities listed below. If "Yes" is clicked, the 302(c)(4) Plan worksheet opens a series of questions about what precise activities are planned. Some specific activities, such as providing downpayment assistance to lower-income households for acquisition of an affordable home, could be included under either Activity 2 or 9. Please only choose one of those Activities; don't list the downpayment assistance under both Activities.</p> <p>If the PLHA funds are used for the same Activity but for different Area Median Income (AMI) level, select the same Activity twice (or more times) and the different AMI level the Activity will serve. Please enter the percentage of funds allocated to the Activity in only the first Activity listing to avoid double counting the funding allocation.</p>							
<b>Eligible Applicants §300</b>							
<p><b>§300(a) and (b)</b> Eligible Applicants for the entitlement and Non-entitlement formula component described in Section §100(b)(1) and (2) are limited to the metropolitan cities and urban counties allocated a grant for the federal fiscal year 2017 pursuant to the federal CDBG formula specified in 42 USC, Section §5306 and Non-entitlement local governments.</p>							
Applicant:		Yuba City					
Address:		1201 Civic Center Boulevard					
City:	Yuba City	State:	CA	Zip:	95993-3005	County:	Sutter
<b>§300(d)</b> Is Applicant delegated by another Local government to administer on its behalf its formula allocation of program funds?						No	
<b>§300(d)</b> If Applicant answered "Yes" above, has the Applicant attached the legally binding agreement required by §300 (c) and (d)?						N/A	
<b>File Name:</b>	<a href="#">App1 Resolution</a>	<b>PLHA webpage for Resolution Document</b>			Attached and on USB?	Yes	
<b>File Name:</b>	<a href="#">App1 Signature Block</a>	<b>Signature Block - upload in Microsoft Word Document</b>			Attached and on USB?	Yes	
<b>File Name:</b>	<a href="#">App1 TIN</a>	<b>Taxpayer Identification Number Document</b>			Attached and on USB?	Yes	
<b>File Name:</b>	<a href="#">Applicant Agreement</a>	<b>Legally binding agreement between Delegating and Administering Local Governments</b>			Attached and on USB?	Not Applicable	
<b>Eligible Activities, §301</b>							
<b>§301(a) Eligible activities are limited to the following:</b>						<b>Included?</b>	
<b>§301(a)(1)</b> The predevelopment, development, acquisition, rehabilitation, and preservation of multifamily, residential live-work, rental housing that is affordable to Extremely low-, Very low-, Low-, or Moderate-income households, including necessary operating subsidies.						<input checked="" type="checkbox"/> <b>YES</b>	
<b>§301(a)(2)</b> The predevelopment, development, acquisition, rehabilitation, and preservation of affordable rental and ownership housing, including Accessory Dwelling Units (ADUs), that meets the needs of a growing workforce earning up to 120 percent of AMI, or 150 percent of AMI in high-cost areas. ADUs shall be available for occupancy for a term of no less than 30 days.						<input type="checkbox"/> <b>YES</b>	
<b>§301(a)(3)</b> Matching portions of funds placed into Local or Regional Housing Trust Funds.						<input type="checkbox"/> <b>YES</b>	
<b>§301(a)(4)</b> Matching portions of funds available through the Low- and Moderate-Income Housing Asset Fund pursuant to subdivision (d) of HSC Section 34176.						<input type="checkbox"/> <b>YES</b>	
<b>§301(a)(5)</b> Capitalized Reserves for services connected to the preservation and creation of new permanent supportive housing.						<input type="checkbox"/> <b>YES</b>	
<b>§301(a)(6)</b> Assisting persons who are experiencing or At-risk of homelessness, including, but not limited to, providing rapid re-housing, rental assistance, supportive/case management services that allow people to obtain and retain housing, operating and capital costs for navigation centers and emergency shelters, and the new construction, rehabilitation, and preservation of permanent and transitional housing.						<input checked="" type="checkbox"/> <b>YES</b>	
<b>§301(a)(7)</b> Accessibility modifications in Lower-income Owner-occupied housing.						<input type="checkbox"/> <b>YES</b>	
<b>§301(a)(8)</b> Efforts to acquire and rehabilitate foreclosed or vacant homes and apartments.						<input type="checkbox"/> <b>YES</b>	
<b>§301(a)(9)</b> Homeownership opportunities, including, but not limited to, down payment assistance.						<input type="checkbox"/> <b>YES</b>	
<b>§301(a)(10)</b> Fiscal incentives made by a county to a city within the county to incentivize approval of one or more affordable housing Projects, or matching funds invested by a county in an affordable housing development Project in a city within the county, provided that the city has made an equal or greater investment in the Project. The county fiscal incentives shall be in the form of a grant or low-interest loan to an affordable housing Project. Matching funds investments by both the county and the city also shall be a grant or low-interest deferred loan to the affordable housing Project.						<input type="checkbox"/> <b>YES</b>	
<b>Threshold Requirements, §302</b>							
<b>§302(a) Housing Element compliance:</b> Applicant or Delegating Local Government's Housing Element was adopted by the Local Government's governing body by the application deadline and subsequently determined to be in substantial compliance with state Housing Element Law pursuant to Government Code Section 65585.						Yes	
<b>§302(b)</b> Applicant or Delegating Local Government has submitted the current or prior year's Annual Progress Report to the Department of Housing and Community Development pursuant to Government Code Section 65400.						Yes	
<b>§302(c)(2)</b> Applicant certifies that submission of the application was authorized by the governing board of the Applicant.						Yes	
<b>§302(c)(3)</b> Applicant certifies that, if the Local Government proposes allocation of funds for any activity to another entity, the Local government's selection process had no conflicts of interest and was accessible to the public.						Yes	
<b>§302(c)(4)</b> Does the application include a Plan in accordance with §302(c)(4)?						Yes	
<b>§302(c)(4)(D)</b> Applicant certifies that the Plan was authorized and adopted by resolution by the Local Government and that the public had an adequate opportunity to review and comment on its content						Yes	
<b>§302(c)(5)</b> Applicant certifies that the Plan submitted is for a term of five years. Local Governments agree to inform the Department of changes made to the Plan in each succeeding year of the term of the Plan.						Yes	
<b>§302(c)(6)</b> Applicant certifies that it will ensure compliance with §302(c)(6) if funds are used for the acquisition, construction, or rehabilitation of for-sale housing projects or units within for-sale housing projects.						Yes	
<b>§302(c)(7)</b> Applicant certifies that it will ensure that the PLHA assistance is in the form of a low-interest, deferred loan to the Sponsor of the Project, if funds are used for the development of an Affordable Rental Housing Development. The loan shall be evidenced through a Promissory Note secured by a Deed of Trust.						Yes	
<b>§302(c)(8)</b> Has Applicant attached a program income reuse plan describing how repaid loans will be reused for eligible activities specified in Section 301?						N/A	
<b>Administration</b>							
Applicant agrees to adhere to §500, Accounting Records.						Yes	
Applicant agrees to adhere to §501, Audits/Monitoring of PLHA Files.						Yes	
Applicant agrees to adhere to §502, Cancellation/Termination.						Yes	
Applicant agrees to adhere to §503, Reporting.						Yes	
<b>Certifications</b>							
On behalf of the entity identified below, I certify that: The information, statements and attachments included in this application are, to the best of my knowledge and belief, true and correct and I possess the legal authority to submit this application on behalf of the entity identified in the signature block.							
Benjamin Moody		Development Services Director		<b>Required at Final Draft.</b>			
Authorized Representative Printed Name		Title		Signature		Date	
Entity name: Yuba City		Phone Number: 530-822-3231					
Entity Address: 1201 Civic Center Boulevard		City: Yuba City		State: CA	Zip: 95993-3005		

**§302(c)(4) Plan** Rev. 5/20/20

**§302(c)(4)(A)** Describe the manner in which allocated funds will be used for eligible activities.  
 Yuba City plans to utilize its five-year allocation of PLHA funds on two eligible activities: 1) Section 301(a)(1) includes the predevelopment, development, acquisition, rehabilitation, and preservation of multifamily, residential rental housing that is affordable to extremely low-, very low-, low-, and moderate-income households; and 2) Section 301(a)(6) includes assisting persons who are experiencing or At-Risk of homelessness. Please see below for details regarding each of these activities.

**§302(c)(4)(B)** Provide a description of the way the Local government will prioritize investments that increase the supply of housing for households with incomes at or below 60 percent of Area Median Income (AMI).  
 Yuba City plans to prioritize investments that increase the supply of housing for households with incomes at or below 60% of Area Median Income (AMI). When using funds to assist with multifamily rental housing, the City will target households at 60% AMI or lower, and when the City assists homeless households, they will target those which earn 30% of AMI or lower.

**§302(c)(4)(C)** Provide a description of how the Plan is consistent with the programs set forth in the Local Government's Housing Element.  
 The City's Housing Element supports both eligible activities included in the PLHA Section 302(c)(4) Plan. The Housing Element facilitates provision of housing opportunities that are affordable to all economic segments of the community, including multifamily rental and homeless assistance. Several of the City Housing Element Goals and Policies are consistent with the proposed PLHA Plan: 1) Policy H-B: Provide incentives and programs to ensure the provision of extremely low-, very low-, low- and moderate-income housing units to meet community needs; 2) Policy H-C: Continue to work with Sutter County on actions to fulfill Yuba City's fair share of regional housing needs; and 3) Policy H-D-8: The City will work to ensure that the needs of homeless individuals and families and persons at risk for homelessness will be met through supportive services programs.

**Activities Detail (Activities Detail (Must Make a Selection on Formula Allocation Application worksheet under Eligible Activities, §301))**

**§301(a)(1)** The predevelopment, development, acquisition, rehabilitation, and preservation of multifamily, residential live-work, rental housing that is affordable to extremely low-, very low-, low-, or moderate-income households, including necessary Operating subsidies.

**§302(c)(4)(E)(i)** Provide a description of how allocated funds will be used for each proposed Affordable Rental Housing Activity.  
 The PLHA funds will be used for the predevelopment, development, acquisition, rehabilitation, and preservation of affordable, multifamily rental housing projects identified by the City in collaboration with the Regional Housing Authority and other qualified affordable housing developers.

Complete the table below for each proposed Affordable Rental Housing Activity to be funded with 2019-2023 PLHA allocations. If a single Activity will be assisting households at more than one level of Area Median Income, please list the Activity as many times as needed to capture all of the AMI levels that will be assisted, but only show the percentage of annual funding allocated to the Activity one time (to avoid double counting).

Funding Allocation Year	2019	2020	2021	2022	2023									
<b>§302(c)(4)(E)(i)</b> Percentage of Funds Allocated for the Proposed Affordable Rental Housing Activity	50.00%	50.00%	50.00%	50.00%	50.00%									
<b>§302(c)(4)(E)(ii)</b> Area Median Income Level Served	60%	60%	60%	60%	60%									<b>TOTAL</b>
<b>§302(c)(4)(E)(ii)</b> Unmet share of the RHNA at the AMI Level	XXX													0
<b>§302(c)(4)(E)(ii)</b> Projected Number of Households Served	0	15	15	15	15									60

Note to City: Please provide unmet share of the RHNA at the AMI level here.

<b>§302(c)(4)(E)(iv)</b> Period of Affordability for the Proposed Affordable Rental Housing Activity ( <b>55 years required for rental housing projects</b> )	55 Years	55 Years	55 Years	55 Years	55 Years	55 Years	55 Years	55 Years	55 Years	55 Years	55 Years	55 Years	55 Years	
<b>§302(c)(4)(E)(iii)</b> A description of major steps/actions and a proposed schedule for the implementation and completion of the Activity.														
The PLHA funds will be used to provide the local match financing for multifamily rental housing identified by the City and in collaboration with the Regional Housing Authority and other qualified affordable housing developers. Currently, the City is analyzing potential affordable, rental, multifamily development opportunities.														
<b>§301(a)(2)</b> The predevelopment, development, acquisition, rehabilitation, and preservation of Affordable rental and ownership housing, including Accessory Dwelling Units (ADUs), that meets the needs of a growing workforce earning up to 120 percent of AMI, or 150 percent of AMI in high-cost areas. ADUs shall be available for occupancy for a term of no less than 30 days.														
<b>§301(a)(3)</b> Matching portions of funds placed into Local or Regional Housing Trust Funds.														
<b>§301(a)(4)</b> Matching portions of funds available through the Low- and Moderate-Income Housing Asset Fund pursuant to subdivision (d) of HSC Section 34176.														
<b>§301(a)(5)</b> Capitalized Reserves for Services connected to the preservation and creation of new permanent supportive housing.														
<b>§301(a)(6)</b> Assisting persons who are experiencing or At risk of homelessness, including, but not limited to, providing rapid rehousing, rental assistance, supportive/case management services that allow people to obtain and retain housing, operating and capital costs for navigation centers and emergency shelters, and the new construction, rehabilitation, and preservation of permanent and transitional housing.														
<b>§302(c)(4)(E)(i)</b> Provide a description of how allocated funds will be used for the proposed Activity.														
The PLHA funds will be used to help fund supportive services and programs for the local homeless population in collaboration with the Sutter-Yuba Homeless Consortium, Sutter County and other qualified homeless services providers.														
Complete the table below for each proposed Activity to be funded with 2019-2023 PLHA allocations. If a single Activity will be assisting households at more than one level of Area Median Income, please list the Activity as many times as needed to capture all of the AMI levels that will be assisted, but only show the percentage of annual funding allocated to the Activity one time (to avoid double counting).														
Funding Allocation Year	2019	2020	2021	2022	2023									
Type of Activity for Persons Experiencing or At Risk of Homelessness	Navigation Centers	Navigation Centers	Navigation Centers	Navigation Centers	Navigation Centers									
<b>§302(c)(4)(E)(i)</b> Percentage of Funds Allocated for the Proposed Activity	50.00%	50.00%	50.00%	50.00%	50.00%									
<b>§302(c)(4)(E)(ii)</b> Area Median Income Level Served	30%	30%	30%	30%	30%									<b>TOTAL</b>
<b>§302(c)(4)(E)(ii)</b> Unmet share of the RHNA at AMI Level	N/AP													0
<b>§302(c)(4)(E)(ii)</b> Projected Number of Households Served	25	25	25	25	25									125

<p><b>§302(c)(4)(E)(iv)</b> Period of Affordability for the Proposed Activity (<b>55 years required for rental housing projects</b>)</p>															
<p><b>§302(c)(4)(E)(iii)</b> A description of major steps/actions and a proposed schedule for the implementation and completion of the Activity.</p>															
<p>The City of Yuba City is working within the framework of the Sutter-Yuba Homeless Consortium to address homeless needs within the community. The Sutter-Yuba Homeless Consortium comprises more than 50 representatives including service providers, government agencies, nonprofits, and faith-based organizations within Yuba and Sutter Counties, whose goal is to address homeless needs and provide comprehensive services on a regional basis. The Consortium strives to meet the multiple needs of the homeless and provide integrated coordinated services. Assistance available to homeless individuals and families within the Yuba-Sutter area of operation include motel vouchers, assistance with rent and security deposits, emergency shelters, transitional housing, and case management.</p>															
<p><b>§301(a)(7)</b> Accessibility modifications in Lower-income Owner-occupied housing.</p>															
<p><b>§301(a)(8)</b> Efforts to acquire and rehabilitate foreclosed or vacant homes and apartments.</p>															
<p><b>§301(a)(9)</b> Homeownership opportunities, including, but not limited to, down payment assistance.</p>															
<p><b>§301(a)(10)</b> Fiscal incentives made by a county to a city within the county to incentivize approval of one or more affordable housing Projects, or matching funds invested by a county in an affordable housing development Project in a city within the county, provided that the city has made an equal or greater investment in the Project. The county fiscal incentives shall be in the form of a grant or low-interest loan to an affordable housing Project. Matching funds investments by both the county and the city also shall be a grant or low-interest deferred loan to the affordable housing Project.</p>															
<p><b>File Name:</b></p>	<p><b>Plan Adoption</b></p>	<p><b>§302(c)(4)(D)</b> Evidence that the Plan was authorized and adopted by resolution by the Local jurisdiction and that the public had an adequate opportunity to review and comment on its content.</p>										<p>Attached and on USB?</p>	<p>Yes</p>		



Legislative and Congressional Information				Rev. 5/20/20
Provide the Legislative and Congressional information for the applicant and each activity location, (if different than applicant location), included in this application.				
To locate or verify the Legislative and Congressional information, click on the respective links below and enter the applicant office location zip code, the activity location site zip code(s) (i.e. zip code(s) where activities are performed), and any additional activity location site(s), as applicable.				
<a href="#">California State Assembly</a>	<a href="#">California State Senate</a>	<a href="#">U.S. House of Representatives</a>		
Applicant Office Location				
	District #	First Name	Last Name	
State Assembly Member	3	James	Gallagher	
State Senate Member	4	John	Nielsen	
U.S. House of Representatives	3	John	Garamendi	
Activity Location 1 (if different from applicant location)				
	District #	First Name	Last Name	
State Assembly Member				
State Senate Member				
U.S. House of Representatives				
Activity Location 2 (if different from applicant location)				
	District #	First Name	Last Name	
State Assembly Member				
State Senate Member				
U.S. House of Representatives				
Activity Location 3 (if different from applicant location)				
	District #	First Name	Last Name	
State Assembly Member				
State Senate Member				
U.S. House of Representatives				
Activity Location 4 (if different from applicant location)				
	District #	First Name	Last Name	
State Assembly Member				
State Senate Member				
U.S. House of Representatives				
Activity Location 5 (if different from applicant location)				
	District #	First Name	Last Name	
State Assembly Member				
State Senate Member				
U.S. House of Representatives				
Activity Location 6 (if different from applicant location)				
	District #	First Name	Last Name	
State Assembly Member				
State Senate Member				
U.S. House of Representatives				
Activity Location 7 (if different from applicant location)				
	District #	First Name	Last Name	
State Assembly Member				
State Senate Member				
U.S. House of Representatives				
Activity Location 8 (if different from applicant location)				
	District #	First Name	Last Name	
State Assembly Member				
State Senate Member				
U.S. House of Representatives				
Activity Location 9 (if different from applicant location)				
	District #	First Name	Last Name	
State Assembly Member				
State Senate Member				
U.S. House of Representatives				
Activity Location 10 (if different from applicant location)				
	District #	First Name	Last Name	
State Assembly Member				
State Senate Member				
U.S. House of Representatives				
Activity Location 11 (if different from applicant location)				
	District #	First Name	Last Name	
State Assembly Member				
State Senate Member				
U.S. House of Representatives				

**ATTACHMENT 1**  
**Yuba City PLHA Application**  
**Adopted City Council Resolution**

**RESOLUTION NO. 20-XX****RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF YUBA CITY, CALIFORNIA, AUTHORIZING THE DEVELOPMENT SERVICES DIRECTOR TO SUBMIT AN APPLICATION FOR PROJECTS UTILIZING PERMANENT LOCAL HOUSING ALLOCATION FUNDS FROM THE STATE DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT**

All of the City Council members of the City of Yuba City (“Applicant”) hereby consents to, adopts, and ratifies the following resolution:

- A. WHEREAS, the Department is authorized to provide up to \$195 million under the SB 2 Permanent Local Housing Allocation Program Formula Component from the Building Homes and Jobs Trust Fund for assistance to Cities and Counties (as described in Health and Safety Code section 50470 et seq. (Chapter 364, Statutes of 2017 (SB 2))).
- B. WHEREAS the State of California (the “State”), Department of Housing and Community Development (“Department”) issued a Notice of Funding Availability (“NOFA”) dated 02/26/2020 under the Permanent Local Housing Allocation (PLHA) Program;
- C. WHEREAS Applicant is an eligible Local government applying for the program to administer one or more eligible activities, or a Local or Regional Housing Trust Fund to whom an eligible Local government delegated its PLHA formula allocation.
- D. WHEREAS the Department may approve funding allocations for PLHA Program, subject to the terms and conditions of the Guidelines, NOFA, Program requirements, the Standard Agreement and other contracts between the Department and PLHA grant recipients;

NOW THEREFORE BE IT RESOLVED THAT:

- 1. If Applicant receives a grant of PLHA funds from the Department pursuant to the above referenced PLHA NOFA, it represents and certifies that it will use all such funds in a manner consistent and in compliance with all applicable state and federal statutes, rules, regulations, and laws, including without limitation all rules and laws regarding the PLHA Program, as well as any and all contracts Applicant may have with the Department.
- 2. Applicant is hereby authorized and directed to receive a PLHA grant, in an amount not to exceed the five-year estimate of the PLHA formula allocations, as stated in Appendix C of the current NOFA (\$1,866,840), in accordance with all applicable rules and laws.
- 3. Applicant hereby agrees to use the PLHA funds for eligible activities as approved by the Department and in accordance with all Program requirements, Guidelines, other rules and laws, as well as in a manner consistent and in compliance with the Standard Agreement and other contracts between the Applicant and the Department.

- 4. Applicant certifies that, if funds are used for the acquisition, construction or rehabilitation of for-sale housing projects or units within for-sale housing projects, the grantee shall record a deed restriction against the property that will ensure compliance with one of the requirements stated in Guidelines Section 302(c)(6)(A), (B) and (C).
- 5. Applicant certifies that, if funds are used for the development of an Affordable Rental Housing Development, the Local government shall make PLHA assistance in the form of a low-interest, deferred loan to the Sponsor of the Project, and such loan shall be evidenced through a Promissory Note secured by a Deed of Trust and a Regulatory Agreement shall restrict occupancy and rents in accordance with a Local government-approved underwriting of the Project for a term of at least 55 years.
- 6. Applicant shall be subject to the terms and conditions as specified in the Standard Agreement, the PLHA Program Guidelines and any other applicable SB 2 Guidelines published by the Department.
- 7. The Development Services Director is authorized to execute the PLHA Program Application, the PLHA Standard Agreement and any subsequent amendments or modifications thereto, as well as any other documents which are related to the Program or the PLHA grant awarded to Applicant, as the Department may deem appropriate.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Yuba City this \_\_\_\_day of July, 2020 by the following vote:

AYES:\_\_\_\_\_ ABSTENTIONS:\_\_\_\_\_ NOES:\_\_\_\_ ABSENT: \_\_\_\_

APPROVE: \_\_\_\_\_  
Signature of Approving Officer  
Shon Harris, Mayor

CERTIFICATE OF THE ATTESTING OFFICER

The undersigned, Patricia Buckland, does hereby attest and certify that the foregoing Resolution is a true, full and correct copy of a resolution duly adopted at a meeting of the City Council of the City of Yuba City which was duly convened and held on the date stated thereon, and that said document has not been amended, modified, repealed or rescinded since its date of adoption and is in full force and effect as of the date hereof.

ATTEST: \_\_\_\_\_  
Signature of Attesting Officer  
Patricia Buckland, City Clerk

**ATTACHMENT 2**  
**Yuba City PLHA Application**  
**Signature Block**

**Signature Block**

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Benjamin Moody

Development Services Director, City of Yuba City

**ATTACHMENT 3**  
**Yuba City PLHA Application**  
**Federal Tax Identification Form**



The principal purpose of the information provided is to establish the unique identification of the government entity.

**Instructions:** You may submit one form for the principal government agency and all subsidiaries sharing the same TIN. Subsidiaries with a different TIN must submit a separate form. Fields bordered in red are required. Hover over fields to view help information. Please print the form to sign prior to submittal. You may email the form to: vendors@fiscal.ca.gov, or fax it to (916) 576-5200, or mail it to the address above.

Principal Government Agency Name

Remit-To Address (Street or PO Box)

City  State  Zip Code+4

Government Type:  City  County  Special District  Federal  Other (Specify)   
Federal Employer Identification Number (FEIN)

List other subsidiary Departments, Divisions or Units under your principal agency's jurisdiction who share the same FEIN and receives payment from the State of California.

Dept/Division/Unit Name	<input type="text"/>	Complete Address	<input type="text"/>
Dept/Division/Unit Name	<input type="text"/>	Complete Address	<input type="text"/>
Dept/Division/Unit Name	<input type="text"/>	Complete Address	<input type="text"/>
Dept/Division/Unit Name	<input type="text"/>	Complete Address	<input type="text"/>

Contact Person  Title

Phone number  E-mail address

Signature  Date



**ATTACHMENT 4**  
**Yuba City PLHA Application**  
**Agreement Between Delegating and Administering Local Governments**

**NOT APPLICABLE**

**ATTACHMENT 5**

**Yuba City PLHA Application**

**Evidence the 302 (c) (4) (d) Plan was Authorized by City Council Resolution**

**RESOLUTION NO. 20-XX****A RESOLUTION OF THE CITY COUNCIL  
OF THE CITY OF YUBA CITY, CALIFORNIA  
APPROVING THE PERMANENT LOCAL HOUSING ALLOCATION FUNDS  
SECTION 302(c)(4) PLAN**

The City Council members of the City of Yuba City (“Applicant”) hereby consents to, adopts, and ratifies the following resolution:

- A. WHEREAS, the Department is authorized to provide up to \$195 million under the SB 2 Permanent Local Housing Allocation Program Formula Component from the Building Homes and Jobs Trust Fund for assistance to Cities and Counties (as described in Health and Safety Code section 50470 et seq. (Chapter 364, Statutes of 2017 (SB 2))).
- B. WHEREAS the State of California (the “State”), Department of Housing and Community Development (“Department”) issued a Notice of Funding Availability (“NOFA”) dated 02/26/2020 under the Permanent Local Housing Allocation (PLHA) Program;
- C. WHEREAS Applicant is an eligible Local government applying for the program to administer one or more eligible activities, or a Local or Regional Housing Trust Fund to whom an eligible Local government delegated its PLHA formula allocation.
- D. WHEREAS the Department may approve funding allocations for PLHA Program, subject to the terms and conditions of the Guidelines, NOFA, Program requirements, the Standard Agreement and other contracts between the Department and PLHA grant recipients;

NOW THEREFORE BE IT RESOLVED THAT:

- 1. The City Council of the City of Yuba City approves the attached five-year PLHA Section 302(c)(4) Plan (“Plan”) to be submitted with the Applicant’s PLHA allocation funds application to the Department.
- 2. Applicant is hereby authorized and directed to distribute the PLHA funds according to the above-referenced Plan.
- 3. The Development Services Director is authorized to request funds from the Department on behalf of the Applicant for the Plan’s approved, eligible activities.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Yuba City this \_\_\_\_day of July, 2020 by the following vote:

AYES:\_\_\_\_\_ ABSTENTIONS:\_\_\_\_\_ NOES:\_\_\_\_\_ ABSENT: \_\_\_\_\_

APPROVE: \_\_\_\_\_  
Signature of Approving Officer  
Shon Harris, Mayor

CERTIFICATE OF THE ATTESTING OFFICER

The undersigned, Patricia Buckland, does hereby attest and certify that the foregoing Resolution is a true, full and correct copy of a resolution duly adopted at a meeting of the City Council of the City of Yuba City which was duly convened and held on the date stated thereon, and that said document has not been amended, modified, repealed or rescinded since its date of adoption and is in full force and effect as of the date hereof.

ATTEST: \_\_\_\_\_  
Signature of Attesting Officer  
Patricia Buckland, City Clerk