



COMMUNITY DEVELOPMENT DEPARTMENT

Quincy Yaley, AICP
Director

Land Use and Natural Resources – Housing and Community Programs – Environmental Health – Building and Safety – Code Compliance

48 Yaney Avenue, Sonora
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AGENDA TUOLUMNE COUNTY HOUSING LOAN REVIEW COMMITTEE Regular Meeting Wednesday, February 15, 2023 11:00 a.m.

Community Development Department
4th Floor Conference Room
48 Yaney Ave.
Sonora, CA 95370

1. **CALL THE MEETING TO ORDER AND ESTABLISHMENT OF QUORUM**
2. **PUBLIC COMMENT**
The public may speak on any item, not on the agenda. No action may be taken by the Committee.
3. **DISCUSSION AND CONSIDERATION OF MEETING DAY AND TIME.**
4. **CONSIDERATION OF MINUTES OF THE REGULAR MEETING OF MAY 18, 2022.**
5. **CONSIDERATION OF MINUTES OF THE REGULAR MEETING OF AUGUST 17, 2022.**
6. **TENANT BASED RENTAL ASSISTANCE**
There are no items to consider
7. **FIRST TIME HOMEBUYER PROGRAM**
 - A. Update of status of HCD HOME program.
 - B. Review and approval of CalHOME first-time homebuyer program guidelines.
 - C. Consideration and action concerning first-time homebuyer assistance in an amount not to exceed \$81,000 for a Habitat home located at 22252 Haughton Circle Drive, Sonora, CA 95370.
 - D. Consideration and action concerning first-time homebuyer assistance in an amount not to exceed \$30,000 for a Habitat home located at 22256 Haughton Circle Drive, Sonora, CA 95370.
8. **OWNER-OCCUPIED REHABILITATION PROGRAM LOANS**
There are no items to consider.
9. **PORTFOLIO MANAGEMENT ISSUES**
There are no items to consider.

10. OTHER BUSINESS

There are no other items to consider.

11. NEXT MEETIING

The Committee's next scheduled meeting date TBD.

12. ADJOURNMENT

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Community Development Department at (209) 533-5637. Notification 48 hours prior to the meeting will enable the County to make reasonable arrangements to ensure accessibility to this meeting (28FR35.102-35.104 ADA Title 11)



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HOUSING LOAN REVIEW COMMITTEE Regular Meeting *Unapproved Minutes* Wednesday, May 18, 2022 Zoom/Teleconference

PRESENT: Vice Chair Supervisor Ryan Campbell; Amy Lane, Amador Tuolumne Community Action Agency (ATCAA); Casie Schornick, Realtor/Property Manager; Alison Daniels, Realtor/Property Manager; Quincy Yaley, Community Development Department (CDD) Director; Brian Bell, Community Development Department (CDD) Chief Building Official Building & Safety Division

ABSENT: Jamie Trimeloni, Banking/Lending

STAFF: Rachel Bell, Community Development Department (CDD) Business Manager; Jodi Shoemake, Community Development Department (CDD) Administrative Assistant

The Committee may have rearranged its agenda during the meeting; however, the minutes have been prepared to follow the printed agenda, for the purpose of consistency.

CALL MEETING TO ORDER AND ESTABLISH QUORUM

Vice chair Campbell called the meeting to order at 11:03 am.

Rachel Bell roll called the committee:

Vice Chair Campbell: Present
Amy Lane: Present
Casie Schornick: Present
Alison Daniels: Present
Jamie Trimeloni: Absent
Quincy Yaley: Present
Brian Bell: Present

There is a quorum, with Ms. Trimeloni absent.

PUBLIC COMMENT

Vice Chair Campbell opened public comment, indicating the public can speak on any item not on the agenda. Seeing none, he closed the public comment period.

DISCUSSION ON RETURNING TO IN PERSON MEETINGS

Rachel Bell requested we hold this item over to the next meeting when Supervisor Kirk is present.

ADOPTING RESOLUTION HLRC2022-002 AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF HLRC FOR THE PERIOD OF MAY 18, 2022 TO JUNE 15, 2022

Vice Chair Campbell asked if there is a motion to adopt the resolution

It was moved by Brian Bell and seconded by Alison Daniels to approve the resolution.

Staff did a roll call vote:

Vice Chair Campbell: Aye
Amy Lane: Aye
Casie Schornick: Aye
Alison Daniels: Aye
Jamie Trimeloni: Absent
Quincy Yaley: Aye
Brian Bell: Aye

Motion Passes 6-0-1-0, with Ms. Trimeloni absent.

CONSIDERATION OF MINUTES OF THE REGULAR MEETING OF JULY 21, 2021

CONSIDERATION OF MINUTES OF THE REGULAR MEETING OF MARCH 16, 2022

Vice Chair Campbell proposed combining the two items concerning the minutes of July 21, 2021 and March 16, 2022. and asked if there are any questions, comments, additions, or corrections.

Vice Chair Campbell opened public comment. Seeing none, he closed the public comment period.

It was moved by Casie Schornick and seconded by Alison Daniels to approve the minutes of the meeting of July 21, 2021 and March 16, 2022.

Staff did a roll call vote:

Vice Chair Campbell: Aye
Amy Lane: Aye
Casie Schornick: Aye
Alison Daniels: Aye
Jamie Trimeloni: Absent
Quincy Yaley: Aye
Brian Bell: Aye

Motion Passes 6-0, with Ms. Trimeloni absent.

OTHER BUSINESS

Consideration of the County's submittal of a non-competitive HOME Application in an amount not to exceed \$1,600,000 on behalf of Visionary Home Builders of California, Inc., to assist in gap financing of the Hidden Meadow Terrace Affordable Housing Project.

Ms. Bell did a presentation on the background of the Hidden Meadow Terrace affordable housing project and Visionary Home Builders (VHB). Stating on September 1, 2020, the County of Tuolumne entered an "Agreement for Professional Services for an Affordable Family Rental Project with a Permanent Supportive Housing Component" with Visionary Home Builders. She then touched on the HOME Program income balance and the rules concerning this income balance. The approximate balance of this account is currently \$1,900,000. She indicated that these funds need to be spent down or committed to an HCD-approved HOME project by June 30, 2022. This would require a HOME project application submitted to HCD, along with a Board Resolution identifying the developer and project, and that the County wishes to use the Program Income currently on hand in the County fund. Ms. Bell then highlighted the County's roles and responsibilities if the HOME award is granted. She clarified that this grant is a loan and also the County will be able to request general administrative fees of 10% and a activity delivery fee up to \$50,000 to compensate for time involved in the project. Ms. Bell concluded the Committee recommend to the Board of Supervisors (BOS) to approve the County's submittal of the HOME Project Application in an amount not to exceed \$1,600,000 on behalf of Visionary Homes of California, Inc. for the Hidden Meadow Terrace affordable housing project. Ms. Bell asked if there are any questions or comments.

Ms. Daniels wanted to make sure we are using the current, correct data to determine home values.

Ms. Schornick wanted to clarify that this project is for low income rentals.

Vice Chair Campbell opened public comment. Seeing none, he closed the public comment period.

It was moved by Alison Daniels and seconded by Vice Chair Campbell to approve.

Staff did a roll call vote:

Vice Chair Campbell: Aye

Amy Lane: Aye

Casie Schornick: Aye

Alison Daniels: Aye

Jamie Trimeloni: Absent

Quincy Yaley: Aye

Brian Bell: Aye

Motion Passes 6-0, with Ms. Trimeloni absent.

MEETING ADJOURNED

Vice Chair Campbell adjourned the meeting at 11:20 am.

RB:js



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HOUSING LOAN REVIEW COMMITTEE Regular Meeting *Unapproved Minutes* Wednesday, August 17, 2022 CDD 4th Floor Conference Room and Zoom/Teleconference

PRESENT: Chair Supervisor Anaiah Kirk; Eva Questo, Amador Tuolumne Community Action Agency (ATCAA); Jamie Trimeloni, Banking/Lending; Natalie Rizzi, Community Development Department (CDD) Planner; Jehiah DeMattei, Community Development Department (CDD) Principal Plans Examiner

ABSENT: Casie Schornick, Realtor/Property Manager Alison Daniels, Realtor/Property Manager

STAFF: Rachel Bell, Community Development Department (CDD) Business Manager

The Committee may have rearranged its agenda during the meeting; however, the minutes have been prepared to follow the printed agenda, for the purpose of consistency.

CALL MEETING TO ORDER AND ESTABLISH QUORUM

Chair Kirk called the meeting of August 17, 2022, to order at 11:00 am.

Rachel Bell roll called the committee:

Supervisor Kirk: Present
Eva Questo: Present
Casie Schornick: Absent
Alison Daniels: Absent
Jamie Trimeloni: Absent
Natalie Rizzi: Present
Jehiah DeMattei: Present

There is a quorum, with Ms. Trimeloni, Ms. Schornick and Ms. Daniels absent.

PUBLIC COMMENT

ADOPTING DISCUSSION ON RETURNING TO IN PERSON MEETINGS.

A discussion ensued concerning remote meetings, Zoom and in person meetings. It was decided to continue with remote meetings through Zoom and to also have an in person option.

It was moved by Supervisor Kirk and seconded by Jehiah DeMattei.

Supervisor Kirk: Aye
Eva Questo: Aye
Casie Schornick: Absent
Alison Daniels: Absent
Jamie Trimeloni: Absent
Natalie Rizzi: Aye
Jehiah DeMattei: Aye

Motion carried 4-0, with Ms. Trimeloni, Ms. Schornick and Ms. Daniels absent.

ADOPTING RESOLUTION HLRC2022-003 AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF HLRC FOR THE PERIOD OF AUGUST 17, 2022, TO SEPTEMBER 21, 2022.

It was moved by Supervisor Kirk and seconded by Jehiah DeMattei.

Supervisor Kirk: Aye
Eva Questo: Aye
Casie Schornick: Absent
Alison Daniels: Absent
Jamie Trimeloni: Absent
Natalie Rizzi: Aye
Jehiah DeMattei: Aye

Motion carried 4-0, with Ms. Trimeloni, Ms. Schornick and Ms. Daniels absent.

CONSIDERATION OF MINUTES OF THE REGULAR MEETING OF MAY 18, 2022.

Jamie Trimeloni joined the meeting.

Chair Kirk asked for this item to be on the next meeting's agenda.

FIRST TIME HOMEBUYER PROGRAM

A. Status of the First Time Homebuyer Program.

Ms. Bell indicated we are still waiting for HCD to update some policy procedures for HUD. She will keep the committee updated when she gets more information.

B. Review and approval of HCD's revisions to the First Time Home Buyer Program Guidelines.

Ms. Bell explained initially we had submitted our guidelines to HCD saying the homeowner must contribute a minimum down payment to match the first mortgage guidelines. HCD came back and said they did not like that language. HCD suggested changing it to either, 1%, or \$1000.00 or no down payment. Ms. Bell suggested changing it to say, no down payment is required for the FTTHB Program.

It was moved by Jamie Trimeloni and seconded by Eva Questo to approve the change.

Supervisor Kirk: Aye
Eva Questo: Aye
Casie Schornick: Absent
Alison Daniels: Absent
Jamie Trimeloni: Aye
Natalie Rizzi: Aye
Jehiah DeMattei: Aye

Motion carried 5-0, with Ms. Schornick and Ms. Daniels absent.

PORTFOLIO MANAGEMENT ISSUES

A. Consideration and action concerning an extension to the due date for a housing rehabilitation loan for a home located at 13111 Boitano Road, Groveland, CA 95321 (report to be provided at meeting)

Ms. Bell indicated the homeowner recently contacted her for payoff information. He said he is in poor health and may not have much time to live. The loan was due in 2019. The homeowner wanted to transfer the loan to his son, but the son does not income qualify. The homeowner said he was going to try and sell his home. Ms. Bell recommended the committee extend his loan for 15 years at 0% interest to give him the needed time.

Supervisor Kirk asked if this story has been verified with a doctor's letter or something confirming his story.

Ms. Bell asked if she gets this, do we need a special meeting to confirm it, or does the committee approve the 15 year extension, pending the doctor's letter or something confirming his story.

It was moved by Supervisor Kirk and seconded by Jamie Trimeloni to approve.

Supervisor Kirk: Aye
Eva Questo: Aye
Casie Schornick: Absent
Alison Daniels: Absent
Jamie Trimeloni: Aye
Natalie Rizzi: Aye
Jehiah DeMattei: Aye

Motion carried 5-0, with Ms. Schornick and Ms. Daniels absent.

MEETING ADJOURNED

Chair Kirk adjourned the meeting at 11:13 am.

RB:js