

HOUSING AUTHORITY OF THE COUNTY OF BUTTE (HACB)
Board of Commissioners Meeting
2039 Forest Avenue, Chico, California 95928

MEETING AGENDA

February 21, 2019
2:00 p.m.

The Board of Commissioners welcomes and encourages public participation in the Board meetings. Members of the public may be heard on any items on the Commission's agenda. A person addressing the Commission will be limited to 5 minutes unless the Chairperson grants a longer period of time. Comments by members of the public on any item on the agenda will only be allowed during consideration of the item by the Commission. Members of the public desiring to be heard on matters under jurisdiction of the Commission, but not on the agenda, may address the Commission during agenda item 6.

If you are disabled and need special assistance to participate in this meeting, please contact the Housing Authority office at 895-4474. Notification at least 48 hours prior to the meeting will enable the Housing Authority to make reasonable arrangements.

NEXT RESOLUTION NO. 4728

ITEMS OF BUSINESS

1. ROLL CALL
2. AGENDA AMENDMENTS
3. CONSENT CALENDAR
 - 3.1 Minutes for the meeting of January 17, 2019
 - 3.2 Checks written for:
 - 3.2.1 Accounts Payable (General) – \$325,774.46
 - 3.2.2 Accounts Payable (FLH) – \$48,066.08
 - 3.2.3 Landlords – \$928,788.97
 - 3.2.4 Payroll – \$115,907.11
 - 3.3 Financial Statements
 - 3.4 Section 8 Housing Choice Voucher Program
 - 3.4.1 Certificate of Recognition 2019 Housing Choice Voucher Program High Performer
 - 3.5 Property Vacancy Report
 - 3.6 Public Housing
 - 3.6.1 Certificate of Recognition 2019 Public Housing Program High Performer
 - 3.7 Construction Projects

- 3.8 Capital Fund Improvement Projects
- 3.9 Farm Labor Housing Report
 - 3.9.1 Mi Casa Newsletter
- 3.10 Bond Properties
- 3.11 Other Properties
- 3.12 Family Self Sufficiency
- 3.13 Rental Assistance Programs
- 3.14 Quarterly Investment Report/Reserves Analysis
- 4. CORRESPONDENCE
- 5. REPORTS FROM EXECUTIVE DIRECTOR
 - 5.1 California Housing Workers' Compensation Authority (CHWCA) – Approve amended Joint Powers Agreement.
 Recommendation: Resolution No. 4728
 - 5.2 HUD Programs Household Income Determination – Adopt Passbook Savings Rate.
 Recommendation: Motion
 - 5.3 Contract Rates – Adopt billing rates and annual total authorization for contract with Banyard Management for Corporate Services Agreement with HACB.
 Recommendation: Motion
 - 5.4 Contract Rates – Adopt billing rates and annual total authorization for contract with Butte County Affordable Housing Development Corporation (BCAHDC) for Corporate Services Agreement with HACB.
 Recommendation: Motion
 - 5.5 Camp Fire – Disaster Update.
 Recommendation: Information/Discussion
- 6. MEETING OPEN FOR PUBLIC DISCUSSION
- 7. MATTERS CONTINUED FOR DISCUSSION
 - 7.1 Unfunded Pension Liability – Discussion/Motion
 - 7.2 Status of Employees displaced by disaster – Motion to award leave to employees who were affected by disaster.

8. SPECIAL REPORTS

- 8.1 NorCal/Nevada NAHRO Chapter Conference, Napa CA, January 28-30, 2019 – Report by Deputy Executive Director Guanzon and Administrative Operations Director Young.

9. REPORTS FROM COMMISSIONERS

10. MATTERS INITIATED BY COMMISSIONERS

11. EXECUTIVE SESSION

12. COMMISSIONERS' CALENDAR

- **Next Meeting – March 21, 2019**
- **2019 NAHRO Washington Conference – April 7-9, 2019**

13. ADJOURNMENT

**HOUSING AUTHORITY OF THE COUNTY OF BUTTE
BOARD OF COMMISSIONERS MEETING**

MEETING MINUTES OF January 17, 2019

Vice Chair Hart called the meeting of the Housing Authority of the County of Butte to order at 2:05 p.m.

1. ROLL CALL

Present for the Commissioners: Kate Anderson, Patricia Besser, Larry Hamman, Anne Jones, and David Pittman.

Present for the Staff: Ed Mayer, Executive Director; Larry Guanzon, Deputy Executive Director; Finance Director, Sue Kemp; Tamra Young, Administrative Operations Director; and Marysol Perez, Executive Assistant and Jerry Martin, Modernization Coordinator.

Others Present: Laura Moravec; and Loren Freeman, Public Housing Resident.

2. AGENDA AMENDMENTS

None.

3. CONSENT CALENDAR

Commissioner Hamman moved that the Consent Calendar be accepted as presented. Commissioner Jones seconded. The vote in favor was unanimous.

4. CORRESPONDENCE

None.

5. REPORTS FROM EXECUTIVE DIRECTOR

- 5.1 Section 8 Housing Choice Voucher Payment Standards – Staff has reviewed the current Payments Standards and is recommending an additional 10% increase to the Payment Standards adopted in September, raising the Payment Standards to 100% of the HUD Fair Market Rents (FMR) for Butte County and Glenn Counties. The action is Camp Fire disaster-related. The increase is intended to

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Board of Commissioners
Minutes –Meeting of January 17, 2019
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reinforce the Section 8 HCV program locally, supporting participant retention of, and access to, housing opportunity, given the market spiking witnessed post disaster. Executive Director Mayer expressed concern for impact to the Section 8 HCV program from the disaster; 319 voucher holder households were displaced, 15% of the HACB's Section 8 program total. Of the displaced voucher holders, 75 have ported out. Chair Anderson asked how many ports we had pre-Camp Fire, Finance Director Kemp response was thirty (30) ports.

RESOLUTION NO. 4726

Commissioner Pittman moved that Resolution No. 4726 be adopted by reading of title only: "CAMP FIRE DISASTER ADJUSTMENT TO 2019 PAYMENT STANDARDS FOR THE SECTION 8 HOUSING CHOICE VOUCHER PROGRAM". Commissioner Hamman seconded. The vote in favor was unanimous.

- 5.2 Farm Labor Housing (FLH) – HMR Architects Inc. has been determined to be the most qualified and appropriate firm to assume the role of Project Architect for the Gridley Farm labor Housing Modernization project, they will take over design and construction administration from Patricia Barnard & Associates, previous Project Architect. A contract has been negotiated, subject to USDA-RD approval.

RESOLUTION NO. 4727

Commissioner Jones moved that Resolution No. 4724 be adopted by reading of title only: "AUTHORIZATION TO ENTER INTO CONTRACT WITH HMR ARCHITECTS, INC. TO PROVIDE ARCHITECTURAL AND ENGINEERING SERVICES ON BEHALF OF REHABILITATION OF THE GRIDLEY FARM LABOR HOUSING PROPERTY". Commissioner Besser seconded. The vote in favor was unanimous.

- 5.3 Farm Labor Housing (FLH) – Information and copy of notice sent to Gridley Farm Labor residents regarding the presence of 1,2,3-Trichloropropane (TCP) found in the property's well water. TCP is a carcinogenic chemical used in the agricultural and solvent industries for decades; the State has started requiring periodic testing for the substance. The TCP found at the FLH property has been inconsistently present, and present at very low levels when found. Per State protocol, HACB is providing drinking and cooking water for residents, though it was reported by FLH staff that many families already purchase water for drinking and cooking purposes. HACB is working closely with Butte County Environmental Health to address the issue. Next step is preparation of a response plan by HACB, for consideration by County and State authorities. Commissioner Pittman shared related information regarding similar water issues in the Orange

County Water District. Should the TCP be documented at certain levels, remediation can include filtration, at an estimated preliminary cost of \$1,000,000, with an estimated \$70K/year operating cost.

- 5.4 Camp Fire – Executive Director Mayer provided the Board with a brief update addressing post-Camp Fire disaster subjects. The Red Cross will be leaving town at the end of January, meaning that the 700 individuals left at the shelter will need to vacate. HUD has a presence locally; they have been helping with outreach efforts at the shelter, and at FEMA’s Local Assistance Center, to help any displaced HCV participants at the shelter. HUD representatives have been participating in subject group meetings two times a week at the HACB, to coordinate efforts.
- 5.5 Government Shutdown – Brief update was provided in regards to the current government shutdown. Executive Director Mayer relayed that HACB has been funded for January and February, and that HACB has about one additional month’s worth of HAP reserves to make it through March, if necessary. If the government shutdown continues beyond February 15, 2019, HACB staff will need to notify Section 8 HCV participants and landlords that federal rent subsidies would not be provided.
- 5.6 Commissioner Appointments – Commissioner Terms for Commissioners Hart and Moravec expired January 7, 2019. The County Board of Supervisors has not yet re-appointed or appointed replacement Commissioners. Newly elected Board of Supervisors for Districts 1 and 2 asked for more time to think about the appointments to HACB.
- 5.7 Farm Labor Housing (FLH) – Gridley Farm Labor housing children, via Mi CASA, participated in the National NAHRO “What Home Means to Me” poster contest. HACB staff judged posters this morning and Commissioners will be asked to judge the posters as well. The winning posters will be sent to the NorCal NAHRO conference in Napa at the end of the month, for judging amongst entries from other housing authorities in NorCal. The winners from Napa will go on to NAHRO’s national contest.

6. MEETING OPEN FOR PUBLIC DISCUSSION

None.

7. MATTERS CONTINUED FOR DISCUSSION

- 7.1 Unfunded Pension Liability (UPL) – Finance Director Kemp provided a status report regarding UPL. Per previously established Board policy, \$2 million total is needed to be deposited into the Pension Trust to address the UPL. To date, \$1 million was deposited in August (decreasing \$16,000 in value post investment due to volatility of the market). Finance Director Kemp is recommending that the remaining \$1 million deposit be paid with Section 8 Administrative Fee Reserves. Acting on the side of caution given current political uncertainty, the Board agreed to deposit an additional \$500,000 now, and revisit the final deposit of \$500,000 when the government shutdown is over.

8. SPECIAL REPORTS

None.

9. REPORTS FROM COMMISSIONERS

None.

10. MATTERS INITIATED BY COMMISSIONERS

During last month’s Board of Commissioners meeting, Commissioner Moravec and Vice Chair Hart tasked HACB staff to assess the needs of the five (5) HACB employees that have been displaced by the Camp Fire. HACB management met with staff and it was communicated that a “gift of time” - leave authorization - would be most useful to those five (5) HACB employees affected by the Camp Fire. Disaster displaced employees have been using vacation and sick leave simply to take care of personal matters relating to their displacement. Staff recommended, and the Board of Commissioners authorized, that forty (40) hours of additional “disaster” leave be provided to the five (5) HACB employees affected by the Camp Fire, such leave to be used by the end of the year, or lost. All Commissioners present concurred. An action item will be scheduled for the next regular meeting of the Board, to affirm this matter.

11. EXECUTIVE SESSION

None.

12. COMMISSIONERS' CALENDAR

- **NorCal/Nevada NAHRO Winter Conference, Napa, CA January 27-29, 2019**
- **Next regular meeting – February 21, 2019**

13. ADJOURNMENT

Commissioner Jones moved that the meeting be adjourned. Commissioner Pittman seconded. The meeting was adjourned at 3:39 p.m.

Dated: January 17, 2019.

Kate Anderson, Board Chair

ATTEST:

Edward S. Mayer, Secretary

Housing Authority of the County of Butte
HACB Operating Account
AP Check Register

Payment Date	Payment Number	Remit to Vendor	Total Check Amt
1/2/2019	150326	Biggs Municipal Utilities	\$211.00
1/2/2019	150327	CALIFORNIA WATER SERVICE	\$60.00
1/2/2019	150328	Gridley Municipal Utilities	\$90.00
1/2/2019	150329	P G & E	\$512.00
1/4/2019	1495	Internal Revenue Service	\$19,856.08
1/4/2019	1496	Employment Development Department	\$3,840.52
1/4/2019	1497	Employment Development Department	\$4,168.99
1/4/2019	1498	MassMutual Financial Group	\$2,705.00
1/4/2019	1499	CalPERS	\$2,418.69
1/4/2019	1500	CalPERS	\$10,391.18
1/4/2019	150331	A-1 Appliance	\$917.90
1/4/2019	150332	Adecco Employment Services	\$14,718.58
1/4/2019	150333	Asbestos Science Technology	\$859.67
1/4/2019	150334	Awards Company	\$164.09
1/4/2019	150335	Biggs Municipal Utilities	\$178.36
1/4/2019	150336	CALIFORNIA WATER SERVICE	\$209.69
1/4/2019	150337	COMCAST CABLE	\$115.69
1/4/2019	150338	CalChamber	\$153.49
1/4/2019	150339	E Center	\$185.86
1/4/2019	150340	EAGLE SECURITY SYSTEMS	\$25.00
1/4/2019	150341	EMPLOYMENT DEV.DEPT.	\$1.04
1/4/2019	150342	FedEx	\$28.81
1/4/2019	150343	GreatAmerica Financial Services	\$155.52
1/4/2019	150344	Housing Tools	\$660.00
1/4/2019	150345	Illustratus	\$331.57
1/4/2019	150346	Nan McKay & Associates, Inc.	\$199.00
1/4/2019	150347	Neal Road Recycling & Waste	\$28.00
1/4/2019	150348	P G & E	\$34.26
1/4/2019	150349	QUILL CORPORATION	\$761.37
1/4/2019	150350	Roy V. Peters	\$1,204.62
1/4/2019	150351	Slakey Brothers, Inc.	\$139.50
1/4/2019	150352	Verizon Wireless	\$1,101.72
1/7/2019	1507	CalPERS	\$20,215.46
1/7/2019	1508	CalPERS	\$6.90
1/11/2019	150355	Adams Ashby Group, LLC.	\$142.50
1/11/2019	150356	Armed Guard Private Security, Inc	\$300.00
1/11/2019	150357	Baker Distributing Company, Inc.	\$137.43
1/11/2019	150358	Benefit Resource, Inc.	\$120.00
1/11/2019	150359	Butte County Public Health Department	\$777.00
1/11/2019	150360	CALIF. WTR. SER. ORO	\$149.51
1/11/2019	150361	CALIFORNIA WATER SERVICE	\$5,011.49
1/11/2019	150362	CIC	\$293.25
1/11/2019	150363	CITY OF CHICO (22332)	\$412.12

1/11/2019	150364	COMCAST CABLE	\$360.08
1/11/2019	150365	CULLIGAN	\$380.00
1/11/2019	150366	Chico Commons	\$37.50
1/11/2019	150367	Clean Master	\$2,063.00
1/11/2019	150368	HD Supply Facilities Maintenance, Ltd.	\$1,121.27
1/11/2019	150369	Houa Yang	\$138.94
1/11/2019	150370	InterWest Insurance Services, LLC	\$1,275.00
1/11/2019	150371	JACOBS, ANDERSON, POTTER & CHAPLIN, LLP	\$2,173.90
1/11/2019	150372	LES SCHWAB TIRES	\$146.85
1/11/2019	150373	Larry Hamman	\$50.00
1/11/2019	150374	Larry Hamman	\$32.70
1/11/2019	150375	MACS HARDWARE	\$100.39
1/11/2019	150376	MRI Software LLC	\$1,449.00
1/11/2019	150377	NOR CAL LANDSCAPE MAINTENANCE	\$11,596.00
1/11/2019	150378	Nubia Sampson-Shelton	\$198.73
1/11/2019	150379	P G & E	\$4,150.27
1/11/2019	150380	Plan B Professional Answering Services	\$109.00
1/11/2019	150381	ROTO-ROOTER OROVILLE	\$242.50
1/11/2019	150382	S.E.C. 5 Private Security dba	\$4,135.00
1/11/2019	150383	SPRINT	\$65.51
1/11/2019	150384	Sharon Furniture, Inc	\$902.62
1/11/2019	150385	Sonia Chue*S8PB	\$59.00
1/11/2019	150386	Staples Business Credit	\$1,093.47
1/11/2019	150387	Void / The Home Depot Credit Services	\$0.00
1/11/2019	150388	The Home Depot Credit Services	\$2,734.21
1/11/2019	150389	Thermalito Irrigation	\$315.72
1/11/2019	150390	US Bank	\$203.78
1/11/2019	150391	United States Postal Service (CMRS-FP)	\$2,500.00
1/11/2019	150392	Valero Marketing & Supply	\$282.19
1/11/2019	150393	WASTE MANAGEMENT	\$3,746.39
1/11/2019	150394	Youth for Change	\$45.12
1/18/2019	1501	Internal Revenue Service	\$19,604.42
1/18/2019	1502	Employment Development Department	\$3,644.08
1/18/2019	1503	Employment Development Department	\$3,416.93
1/18/2019	1504	MassMutual Financial Group	\$2,705.00
1/18/2019	1505	CalPERS	\$2,569.95
1/18/2019	1506	CalPERS	\$10,287.03
1/18/2019	150396	AT&T	\$204.32
1/18/2019	150397	American Bankers Ins. Co. of FL	\$69,206.00
1/18/2019	150398	Anne B. Jones	\$50.00
1/18/2019	150399	CALIF. WTR. SER. ORO	\$1,969.35
1/18/2019	150400	CIC	\$260.55
1/18/2019	150401	Climate & Energy Solutions	\$525.00
1/18/2019	150402	Cypress Dental Administrators	\$3,424.31
1/18/2019	150403	David Pittman	\$50.00
1/18/2019	150404	ENTERPRISE-RECORD	\$1,088.28
1/18/2019	150405	Golden State Risk Management Authority	\$29,027.00
1/18/2019	150406	Gregory P. Einhorn	\$30.00
1/18/2019	150407	HARSHBARGER ACE HARDWARE	\$7.50

1/18/2019	150408	HD Supply Facilities Maintenance, Ltd.	\$4,599.78
1/18/2019	150409	JACOBS, ANDERSON, POTTER & CHAPLIN, LLP	\$990.93
1/18/2019	150410	Larry Hamman	\$50.00
1/18/2019	150411	Larry Hamman	\$34.80
1/18/2019	150412	MAINTENANCE PLUS	\$347.34
1/18/2019	150413	MES VISION	\$627.58
1/18/2019	150414	OFFICE DEPOT INC	\$531.81
1/18/2019	150415	P G & E	\$20.25
1/18/2019	150416	Patricia Besser	\$50.00
1/18/2019	150417	RECOLOGY BUTTE COLUSA COUNTIES, INC.	\$4,024.68
1/18/2019	150418	SAVE MART SUPERMARKET	\$50.48
1/18/2019	150419	Sherwin-Williams Company	\$1,572.52
1/18/2019	150420	Umpqua Bank	\$5,018.28
1/18/2019	150421	Unum Life Insurance Company	\$702.03
1/18/2019	150422	Unum Life Insurance Company	\$409.98
1/18/2019	150423	Work Training Center	\$1,275.00
1/25/2019	150424	A-1 Appliance	\$1,459.59
1/25/2019	150425	Adecco Employment Services	\$7,676.35
1/25/2019	150426	Advanced Document	\$44.86
1/25/2019	150427	Baker Distributing Company, Inc.	\$231.04
1/25/2019	150428	Basic Laboratory, Inc.	\$160.20
1/25/2019	150429	Brelje and Race Laboratories, Inc.	\$235.00
1/25/2019	150430	Chico Autocare	\$129.41
1/25/2019	150431	Gridley Municipal Utilities	\$859.23
1/25/2019	150432	JACKSONS GLASS CO, INC.	\$598.16
1/25/2019	150433	LOCKSMITHING ENTERPRISES	\$154.31
1/25/2019	150434	MAINTENANCE PLUS	\$1,133.43
1/25/2019	150435	Neal Road Recycling & Waste	\$10.00
1/25/2019	150436	OFFICE DEPOT INC	\$203.61
1/25/2019	150437	OPER. ENG. LOCAL #3	\$784.00
1/25/2019	150438	P G & E	\$1,491.67
1/25/2019	150439	Roy V. Peters	\$1,204.62
1/25/2019	150440	TIAA COMMERCIAL FINANCE, INC	\$143.72
1/25/2019	150441	TPx Communications	\$763.63
1/25/2019	150442	Thermalito Irrigation	\$90.05
1/25/2019	150443	Verizon Wireless	\$1,074.80
1/25/2019	150444	WILLIAM F. SQUIRES, JR.	\$959.85
1/25/2019	150445	Youth for Change	\$2,290.75
		Total	\$325,774.46

Payment Date	Payment Number	Remit to Vendor	Total Check Amt
1/4/2019	1598	CIC	\$939.35
1/11/2019	1599	ROTO-ROOTER OROVILLE	\$998.00
1/18/2019	1600	Juan Meza	\$544.18
1/18/2019	1601	OFFICE DEPOT INC	\$161.56
1/18/2019	1602	United States Postal Service (CMRS-FP)	\$192.00
1/25/2019	1603	HACB	\$44,846.89
1/25/2019	1604	HARSHBARGER ACE HARDWARE	\$21.43
1/25/2019	1605	Messenger Publishing Group	\$250.00
1/25/2019	1606	P G & E	\$112.67
		Total	\$48,066.08

HOUSING AUTHORITY OF THE COUNTY OF BUTTE
BALANCE SHEET
December 31, 2018

***** A S S E T S *****

Current Assets	
Cash - Unrestricted	3,496,162
Cash - Other Restricted (FSS/USDA Reserves/HAP)	1,131,490
Cash - Tenant Security Deposits	288,110
Accounts Receivable - PHA's	0
Accounts Receivable - HUD	33,533
Accounts Receivable - Other Gov't	29,038
Accounts Receivable - Miscellaneous**	173,170 <i>**see below</i>
Accounts Receivable - Tenants	42,682
Accounts Receivable - Fraud	173
Note Receivable-Current Portion	0
Accrued Interest Receivable	57,803
Investments - Unrestricted	2,430,218
Investments - Restricted (Bond Reserves/P&I/PARS Trust)	1,627,907
Inventories	31,449
Prepaid Expenses	231,753
Inter-program - Due From	181,452
Total Current Assets	9,754,942
Fixed Assets	
Land	1,651,569
Buildings & Improvements	46,766,053
Furniture, Equipment & Machinery	2,206,739
Infrastructure	2,889,796
Accumulated Depreciation	-31,231,197
Construction in Progress	38,686
Total Fixed Assets	22,321,646
Other Non-Current	
Notes, Loans & Mortgages Receivable	1,826,030
Deferred Outflows (GASB 68, Pension benefits)	1,014,237
Safety Deposit Box, Key Deposit	10
Investment in Limited Partnerships	3,309,363
Total Other Non-Current	6,149,640
TOTAL ASSETS	38,226,227

***** LIABILITIES AND NET POSITION *****

Current Liabilities	
Accounts Payable < 90 days	99,909
Accrued Salaries & Fringe Payable	7,281
Accrued Compensated Absences	160,273
Accrued Interest Payable	206,761
Tenant security deposits	284,136
Deferred Revenue	145,812 <i>Pre-2014 FSS grant & Prepaid Rent</i>
Payable to HUD	18 <i>Interest >\$500 on HAP Reserves</i>
Long-Term Debt - Current Portion	318,632
Accrued Liabilities - Other	132,788 <i>Accrued Sewer and PILOT</i>
Inter-program - Due To General Fund	181,452
Total Current Liabilities	1,537,061
Long-Term Liabilities	
Deferred Outflows (GASB 68)	131,057
Other Post Retirement Benefits-Net (GASB 75)	234,469 <i>Net OPEB = Total Liability less Trust Account</i>
Unfunded Pension Liability (GASB 68)	3,368,291
Long-Term Debt	6,505,300
Non-Current Liabilities - Other (FSS)	88,487
Total Long-Term Liabilities	10,327,604
TOTAL LIABILITIES	11,864,665
Net Position	
Beginning Net Position	26,514,411
Retained Earnings	-152,849
Ending Net Position	26,361,562
TOTAL NET POSITION	26,361,562
TOTAL LIABILITIES AND NET POSITION	38,226,227

** A/R Misc.: Boutique Programs; VASH security deposits; Mgt Fees; Employee FSA Acct.

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HOUSING AUTHORITY of the COUNTY of BUTTE
CONSOLIDATED INCOME STATEMENT
October 1, 2018 to December 31, 2018

	Month to Date			Year to Date			25.0%
	Actual	Budget	Remaining	Actual	Budget	Remaining	% used
REVENUE							
NET DWELLING RENT	250,001	266,809	16,808	768,587	3,201,711	2,433,124	24.0%
TENANT CHARGES	19,939	5,068	-14,871	26,405	60,810	34,405	43.4%
LAUNDRY REVENUE	2,050	2,682	632	8,732	32,184	23,452	27.1%
HUD GRANT REVENUE	1,270,619	1,353,856	83,237	3,692,538	16,246,274	12,553,736	22.7%
OTHER GRANT REVENUE	29,038	27,500	-1,538	85,475	330,000	244,525	25.9%
MORTGAGE INTEREST INCOME	5,939	5,741	-198	17,817	68,894	51,077	25.9%
FRAUD RECOVERY	3,660	7,500	3,840	12,621	90,000	77,379	14.0%
OTHER INCOME ³	114,946	56,829	-58,118	190,244	681,943	491,699	27.9%
INVESTMENT INCOME-unrestricted	4,450	2,859	-1,591	14,149	34,306	20,157	41.2%
INVESTMENT INCOME-restricted	1,322	676	-646	3,961	8,110	4,149	48.8%
TOTAL REVENUE	1,701,964	1,729,519	27,555	4,820,529	20,754,232	15,933,703	23.2%
EXPENSES							
ADMIN. EMPLOYEE SALARIES	175,788	153,487	-22,301	466,253	1,841,842	1,375,589	25.3%
AUDIT FEE	0	2,695	2,695	0	32,334	32,334	0.0%
ADVERTISING & MARKETING	216	937	720	636	11,240	10,604	5.7%
PR TAXES & BENEFITS-ADMIN	91,878	77,908	-13,970	225,121	934,899	709,778	24.1%
OFFICE EXPENSES	19,403	23,674	4,271	72,949	284,091	211,142	25.7%
LEGAL EXPENSES	1,207	1,517	309	3,658	18,200	14,542	20.1%
TRAVEL	2,480	2,310	-169	5,270	27,725	22,455	19.0%
ALLOCATED OVERHEAD	0	0	0	0	0	0	0.0%
OTHER ADMIN. EXPENSE	25,331	23,762	-1,569	90,303	285,140	194,837	31.7%
TOTAL ADMIN. COSTS	316,303	286,289	-30,014	864,190	3,435,471	2,571,281	25.2%
TENANT SERVICES-SALARIES	6,470	3,875	-2,595	14,177	46,500	32,323	30.5%
RELOCATION COSTS	0	0	0	0	0	0	0.0%
EMP. BENEFITS-TENANT SVCS	1,560	1,940	379	3,821	23,275	19,454	16.4%
TENANT SERVICES-MISC.	1,247	2,920	1,674	9,313	35,045	25,732	26.6%
TOTAL TENANT SERVICES	9,277	8,735	-542	27,311	104,820	77,509	26.1%
WATER	11,856	14,430	2,574	37,235	173,161	135,926	21.5%
ELECTRICITY	9,777	9,030	-747	21,578	108,361	86,783	19.9%
GAS	1,646	1,604	-42	2,474	19,248	16,774	12.9%
SEWER	13,530	15,126	1,597	39,124	181,514	142,389	21.6%
TOTAL UTILITIES-PROJECT	36,808	40,190	3,382	100,412	482,283	381,872	20.8%
MAINT. SALARIES	28,537	25,750	-2,787	73,506	309,000	235,494	23.8%
MAINTENANCE MATERIAL	7,775	12,006	4,231	33,590	144,074	110,484	23.3%
MAINT. CONTRACT COSTS	76,435	74,856	-1,578	192,914	898,275	705,361	21.5%
PR TAXES & BENEFITS-MAINT	15,483	18,573	3,090	39,717	222,873	183,156	17.8%
TOTAL MAINTENANCE	128,229	131,185	2,956	339,728	1,574,222	1,234,494	21.6%
PROTECTIVE SERVICES	4,535	5,167	632	13,057	62,000	48,943	21.1%
INSURANCE-ALL	20,067	20,724	658	60,531	248,693	188,162	24.3%
OTHER GENERAL EXP	6,635	4,167	-2,469	21,840	50,000	28,160	43.7%
P.I.L.O.T.	9,344	8,883	-461	28,032	106,600	78,568	26.3%
BAD DEBTS - TENANTS	0	2,233	2,233	0	26,797	26,797	0.0%
BAD DEBTS - OTHER	0	3,750	3,750	0	45,000	45,000	0.0%
INTEREST EXPENSE	18,526	22,224	3,699	55,578	266,691	211,113	20.8%
TOTAL OTHER OPERATING EXP.	59,106	67,148	8,042	179,039	805,781	626,742	22.2%
EXTRAORDINARY MAINT.	0	0	0	0	0	0	0.0%
CASUALTY LOSSES	0	0	0	0	0	0	0.0%
HOUSING ASSIST PAYMENTS	949,600	1,088,218	138,619	2,990,377	13,058,620	10,068,243	22.9%
HAP - PORTS IN	0	0	0	0	0	0	0.0%
FRAUD LOSSES	0	3,750	3,750	0	45,000	45,000	0.0%
TOTAL OTHER COSTS	949,600	1,091,968	142,369	2,990,377	13,103,620	10,113,243	22.8%
TOTAL EXPENSES	1,499,323	1,625,516	126,193	4,501,057	19,506,197	15,005,141	23.1%
RETAINED EARNINGS (- Deprec.) 1	202,641	104,003	-98,638	319,472	1,248,035	928,563	25.6%
+ PRINCIPAL/REPL. RESERVE ²	0	4,133	4,133	0	49,600	49,600	0.0%
- DEBT SERVICE PMTS (Bonds & USDA)	-17,111	-25,443	-8,332	-201,334	-305,312	-103,978	65.9%
- CAPITALIZED ASSETS	-6,616	-58,571	-51,955	-17,435	-702,846	-685,411	2.5%
+/- GAIN/LOSS on PARS TRUST ACCT	-38,707	0	0	-55,248	0	55,248	0.0%
+/- RESERVES DEPOSITS/ACCR. INTEREST	-12,563	-11,831	732	-31,690	-141,973	-110,283	22.3%
NET CASH FLOW	127,643	12,292	-154,059	13,766	147,504	133,738	9.3%

1 Retained Earnings less Depreciation on Balance Sheet = -\$152,849

2 Loan Principal received and Replacement Reserve receipts 14

3 Includes \$79,106 Kathy Ct insurance claim for lost rents

**HOUSING AUTHORITY OF THE COUNTY OF BUTTE
SECTION 8 HOUSING CHOICE VOUCHER PROGRAM
CALENDAR YEAR 2018**

JK

HCV FSS GRANT (old)	131,148	FY 2019 ADMIN FEES	27,515
PHA HELD HAP-current	223,263	POST-2003 ADMIN FEES	1,105,570
HUD HELD HAP @ 12/31/17	27,869	INVESTED IN CAP ASSETS	185,374

HACB FINANCIAL DATA													
ADMINISTRATIVE	JAN**	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	Y-T-D
BEGINNING ADMIN RESERVES	1,324,649	1,307,284	1,327,034	1,308,464	1,322,879	1,243,029	1,254,779	1,249,726	1,228,950	1,093,604	1,094,896	1,142,628	1,324,649
BEG. INVESTED IN CAPITAL ASSETS	116,672	114,976	113,281	111,586	287,982	197,241	195,545	193,850	192,155	190,459	188,764	187,069	205,718
HUD ADMIN FEE REVENUE	121,397	121,397	119,812	119,812	118,494	118,495	111,273	118,495	118,495	118,495	153,152	125,676	1,464,993
FRAUD RECOVERY	2,870	780	2,135	546	5,650	871	1,374	2,055	4,005	2,111	2,370	1,830	26,595
INTEREST INCOME	1,119	1,007	1,200	1,278	1,434	1,459	1,512	1,486	873	1,989	1,937	1,788	17,082
DEPRECIATION (reduces Capital Assets)	-1,695	-1,695	-1,695	-1,695	-1,695	-1,695	-1,695	-1,695	-1,695	-1,695	-1,695	-1,695	-20,344
BAD DEBT-ADMIN / OPEB YE Adj	0	0	0	0	0	0	0	0	-126,896	0	0	0	-126,896
ADMINISTRATIVE EXPENDITURES	-142,751	-103,434	-141,716	-107,221	-205,427	-109,076	-119,211	-142,812	-131,822	-121,303	-109,726	-138,837	-1,573,337
ENDING ADMIN RESERVE BALANCE	1,422,260	1,440,315	1,420,050	1,432,769	1,529,316	1,450,324	1,443,576	1,421,105	1,284,065	1,283,660	1,329,697	1,318,459	1,318,460
YTD Change in Admin.	-19,060	-1,006	-21,271	-8,552	87,995	9,003	2,255	-20,216	-157,256	-157,661	-111,624	-122,862	-122,861
HAP - Cash Basis	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	Y-T-D
BEGINNING HAP RESERVES	213,989	250,472	244,030	242,863	247,089	290,305	131,803	166,236	210,218	211,255	237,587	136,712	213,989
HUD HAP REVENUE	991,459	991,459	977,162	981,344	1,017,104	819,031	1,017,104	1,012,803	1,012,803	1,012,803	910,562	1,013,099	11,756,733
FRAUD RECOVERY	2,870	780	2,135	546	5,650	871	1,374	2,055	4,005	2,111	2,370	1,830	26,595
FSS FORFEITURES	0	0	0	0	0	0	0	0	0	0	0	0	0
BAD DEBT-HAP	0	0	0	0	0	0	0	0	-11,193	0	0	0	-11,193
HOUSING ASSISTANCE PAYMENTS	-957,845	-998,681	-980,465	-977,663	-979,538	-978,404	-984,045	-970,875	-1,004,578	-988,582	-1,013,807	-928,378	-11,762,860
ENDING HAP RESERVE BALANCE	250,472	244,030	242,863	247,089	290,305	131,803	166,236	210,218	211,255	237,587	136,712	223,263	223,263
YTD Change in HAP	36,484	30,042	28,874	33,101	76,316	-82,185	-47,753	-3,770	-2,733	23,598	-77,277	9,274	9,274
HUD VOUCHER MGMT SYSTEM DATA (Incl. Accrued HAP Exp)													
HAP - Accrual Basis	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	Y-T-D
HAP BUDGET (Funding + Reserves)	1,075,339	1,075,339	1,075,339	1,075,339	1,075,339	1,075,339	1,075,339	1,075,339	1,075,339	1,075,339	1,075,339	1,075,339	12,904,064
HAP EXPENDITURES (Current Month)	982,783	983,903	980,219	979,873	983,615	978,698	979,217	978,000	986,519	1,010,273	1,022,335	890,134	11,755,569
CY 2018 HAP BUDGET UTILIZATION	91%	91%	91%	91%	91%	91%	91%	91%	92%	94%	95%	83%	91%
BUDGET AVAILABLE (YTD)	1,075,339	2,150,677	3,226,016	4,301,355	5,376,693	6,452,032	7,527,371	8,602,709	9,678,048	10,753,387	11,828,725	12,904,064	25,808,128
TOTAL HAP EXPENDITURES (YTD)	982,783	1,966,686	2,946,905	3,926,777	4,910,393	5,889,091	6,868,308	7,846,308	8,832,826	9,843,100	10,865,435	11,755,569	23,511,138
BUDGET REMAINING (YTD)	92,556	183,991	279,111	374,577	466,301	562,941	659,063	756,402	845,222	910,287	963,290	1,148,495	2,296,990
UNITS LEASED SUMMARY	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	Y-T-D
UNITS LEASED (1st of Mo.)	2,026	2,041	2,026	2,023	2,029	2,031	2,030	2,019	2,032	2,040	2,057	1,767	24,121
UNIT MONTH'S AVAILABLE	2,176	2,176	2,176	2,176	2,206	2,206	2,206	2,206	2,206	2,206	2,206	2,206	26,352
OVER or (UNDER) LEASED	-150	-135	-150	-153	-177	-175	-176	-187	-174	-166	-149	-439	-2,231
CY 2018 VOUCHER UTILIZATION	93%	94%	93%	93%	92%	92%	92%	92%	92%	92%	93%	80%	92%
CY 2017 VOUCHER UTILIZATION	98%	99%	98%	98%	98%	96%	95%	94%	93%	92%	92%	93%	96%
CY 2018 AVERAGE HAP	485	482	484	484	485	482	482	484	485	495	497	504	487
CY 2017 AVERAGE HAP	481	480	480	481	478	475	475	478	479	479	480	477	479

Notes: Post-2003 Admin Fees include 2011 HAP Set-Aside of \$290,786

CY 2018 HAP Budget: \$12,904,064 (\$12,438,773 ABA 2018 @ 104% proration + \$10,153 re-proration 2017 + \$225,946 carryover HAP Reserves + \$115,368 new VASH + \$113,824 Set-Aside)

** Admin. Beg. Bal. adjusted for GASB 68 entries for FYE 9/30/2017

HOUSING AUTHORITY OF THE COUNTY OF BUTTE
HOUSING CHOICE VOUCHER (SECTION 8)
UTILIZATION SUMMARY REPORT
ROLLING 12 MONTH ANALYSIS

UNITS LEASED SUMMARY	FEB'19	JAN'19	DEC'18	NOV'18	OCT'18	SEP'18	AUG'18	JUL'18	JUN'18	MAY'18	APR'18	MAR'18	FEB'18
BUTTE													
ACC UNIT MONTHS	1955	1955	1955	1955	1955	1955	1955	1955	1955	1955	1955	1955	1955
CURRENT LEASED	1601	1587	1593	1877	1864	1856	1834	1854	1856	1852	1848	1847	1862
VOUCHER UTILIZATION %	81.89%	81.18%	81.48%	96.01%	95.35%	94.94%	93.81%	94.83%	94.94%	94.73%	94.53%	94.48%	95.24%
GLENN													
ACC UNIT MONTHS	87	87	87	87	87	87	87	87	87	87	87	87	87
CURRENT LEASED	56	57	56	58	57	57	57	56	56	58	57	60	60
VOUCHER UTILIZATION %	64.37%	65.52%	64.37%	66.67%	65.52%	65.52%	65.52%	64.37%	64.37%	66.67%	65.52%	68.97%	68.97%
VASH													
ACC UNIT MONTHS	164	164	164	164	164	164	164	164	164	164	134	134	134
CURRENT LEASED	110	112	112	116	116	116	115	117	116	116	115	116	116
VOUCHER UTILIZATION %	67.07%	68.29%	68.29%	70.73%	70.73%	70.73%	70.12%	71.34%	70.73%	70.73%	85.82%	86.57%	86.57%
TOTAL													
ACC UNIT MONTHS	2206	2206	2206	2206	2206	2206	2206	2206	2206	2206	2176	2176	2176
CURRENT LEASED	1767	1728	1728	2051	2037	2029	2006	2027	2028	2026	2020	2023	2038
VOUCHER UTILIZATION %	80.10%	78.33%	78.33%	92.97%	92.34%	91.98%	90.93%	91.89%	91.93%	91.84%	92.83%	92.97%	93.66%

HAP SUMMARY*	FEB'19	JAN'19	DEC'18	NOV'18	OCT'18	SEP'18	AUG'18	JUL'18	JUN'18	MAY'18	APR'18	MAR'18	FEB'18
ACC BUDGET	\$ 1,051,832	\$ 1,051,832	\$ 1,051,832	\$ 1,051,832	\$ 1,051,832	\$ 1,051,832	\$ 1,051,832	\$ 1,051,832	\$ 1,051,832	\$ 1,051,832	\$ 1,037,411	\$ 1,037,411	\$ 1,037,411
ACTUAL HAP	\$ 892,882	\$ 868,942	\$ 876,871	\$ 1,014,466	\$ 998,564	\$ 980,374	\$ 971,889	\$ 969,518	\$ 974,254	\$ 976,649	\$ 980,573	\$ 980,648	\$ 984,808
PER UNIT COST	\$ 505	\$ 503	\$ 507	\$ 495	\$ 490	\$ 483	\$ 484	\$ 478	\$ 480	\$ 482	\$ 485	\$ 485	\$ 483
BUDGET UTILIZATION %	84.89%	82.61%	83.37%	96.45%	94.94%	93.21%	92.40%	92.17%	92.62%	92.85%	94.52%	94.53%	94.93%

ACTIVITY SUMMARY	FEB'19	JAN'19	DEC'18	NOV'18	OCT'18	SEP'18	AUG'18	JUL'18	JUN'18	MAY'18	APR'18	MAR'18	FEB'18
# PORT IN BILLED	0	0	0	0	0	0	0	0	0	0	0	0	0
#PORT OUT UNDER CONTRACT	34	26	24	22	24	23	23	26	26	27	27	25	27
ZERO HAP	15	16	16	24	24	19	19	22	25	17	16	17	19
UTILITY ASSISTANCE PAYMENTS	46	41	41	50	45	45	42	45	44	47	46	43	45
NEW ADMISSIONS	**	7	19	20	37	39	40	12	20	19	20	25	25
INITIAL VOUCHERS SEARCHING	49	39	88	92	140	174	172	157	127	81	66	44	93
ACTUAL/ESTIMATED EOP	16	17	6	11	18	27	20	29	13	17	11	26	25
REMAIN ON WAITING LIST	1200	1470	3007	3434	3459	3568	3797	4021	4248	4529	4649	4752	4787

*HAP Summary is a "snapshot" as of the 1st of the month, which does not include prior month adjustments per VMS.

**No data.



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

Certificate of Recognition

2019 Housing Choice Voucher Program High Performer

This certificate is awarded to:

**Housing Authority of
the County of Butte**

Presented by

A handwritten signature in black ink, appearing to read "Gerard R. Windt", is written over a horizontal line.

Gerard R. Windt, Director

**HOUSING AUTHORITY OF THE COUNTY OF BUTTE
VACANCY REPORT AS OF THE 1ST OF THE MONTH
2019**

HOUSING AUTHORITY OWNED PROPERTIES												
	Gridley FLH		Open Market Units			Bond Properties						
Location	FLH	Demo	Locust	Gridley Springs II	Other	Alamont	Evanswood	Kathy Ct	Lincoln	Park Place	Total	Occupancy
# of Units	115*	7	10	24	3	30	27	12	18	40	127	%
Feb-19	15**	0	0	0	0	0	0	12***	0	0	0	100.0%
Jan-19	17**	0	0	0	0	0	0	12***	0	0	0	100.0%
Dec-18	21**	0	0	0	0	0	0	12***	1	1	2	98.4%
Nov-18	23**	0	0	3	0	0	0	0	0	0	0	100.0%
Oct-18	24**	0	0	3	0	0	0	1	1	0	2	98.4%
Sep-18	26**	0	0	2	0	0	1	1	0	0	2	98.4%
Aug-18	27**	0	0	2	0	0	0	2	0	0	2	98.4%
Jul-18	31**	0	1	2	0	0	0	2	1	1	4	96.9%
Jun-18	30**	0	0	2	0	0	1	1	1	1	4	96.9%
May-18	28**	0	0	0	0	0	0	1	0	1	2	98.4%
Apr-18	27**	1	0	0	0	0	0	0	0	1	1	99.2%
Mar-18	26**	1	0	0	0	1	0	1	1	0	3	97.6%

* Unit count adjusted by units offline - (6) uninhabitable and (9) less units due to rehab reconfiguration.

** Vacancy rate does not include units offline for construction; (14) units.

*** Full vacancy; (12) units, due to Camp Fire loss.

HUD LOW-INCOME PUBLIC HOUSING									
Location	Gridley	Biggs	Chico	Oroville	Chico	Oroville	Oroville	Total	Occupancy
Project #	43-1, 4	43-2	43-3	43-10	43-13	43-14	43-15		
# of Units	50	20	100	60	45	20	50	345	%
Feb-19	1	1	2	1	3	0	1	9	97.4%
Jan-19	0	0	1	1	1	0	1	4	98.8%
Dec-18	0	0	1	0	4	1	0	6	98.3%
Nov-18	0	1	0	0	0	2	1	4	98.8%
Oct-18	0	0	1	0	0	0	0	1	99.7%
Sep-18	0	1	2	2	0	0	0	5	98.6%
Aug-18	0	1	4	1	1	0	1	8	97.7%
Jul-18	1	1	1	1	0	0	1	5	98.6%
Jun-18	1	1	4	0	1	0	0	7	98.0%
May-18	1	1	0	1	2	0	0	5	98.6%
Apr-18	0	1	0	0	0	0	1	2	99.4%
Mar-18	1	0	1	1	0	0	1	4	98.8%

BANYARD MGMT	
Location	Chico Commons
# of Units	72
Feb-19	0
Jan-19	0
Dec-18	3
Nov-18	2
Oct-18	2
Sep-18	2
Aug-18	3
Jul-18	1
Jun-18	3
May-18	5
Apr-18	6
Mar-18	5

BCAHDC					
Location	Cordillera	1200 Park Ave	Gridley Springs I	Harvest Park	Walker Commons
# of Units	20	107	32	90	56
Feb-19	0	2	0	1	0
Jan-19	0	2	0	1	1
Dec-18	0	1	1	0	1
Nov-18	0	3	4	0	1
Oct-18	0	4	4	0	1
Sep-18	0	2	4	0	2
Aug-18	0	3	4	3	0
Jul-18	0	3	3	1	0
Jun-18	0	4	1	1	0
May-18	1	2	5	0	0
Apr-18	1	2	5	1	1
Mar-18	0	2	5	2	0

Public Housing

Waiting List: Number of Applicants

Bedroom Size	Chico	est wait	Oroville	est wait	Gridley/Biggs	est wait
1	0	2 months	320	8+	229	7+
2	327	5+			159	6+
3	125	4+	89	3+	54	4+
4	17	4+			16	3+
5					3	5+

* Chico 1-bedroom waiting list closed 06-15-09

**Only 1 5-bedroom unit. Est wait would be based on when the family plans to move out

Waiting List: Number of ADA Requested Units

Bedroom Size	Chico	# PH	Oroville	# PH	Gridley/Biggs	# PH
1	0	3	22		8	2
2	9	7			3	
3	2	2	3	6	1	
4	1	4+			2	
5					0	



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Presented by

A handwritten signature in black ink, appearing to read "Gerard R. Windt", is written over a horizontal line.

Gerard R. Windt, Director

MEMO

Date: February 15, 2019

To: HACB Board of Commissioners

From: Jerry Martin, Modernization Coordinator




Subject: Status of HACB Construction Projects

As of February 15, 2019, the status of HACB construction activity follows:

- Public Housing – All sites. Abatement and replacement of asbestos-containing floor tiles; 97 of 232 Public Housing units have been completed.
- Public Housing – Tree Maintenance: including pruning and selected removals of diseased or dead trees at all Public Housing properties. Project site work is underway at the Chico and Oroville Public Housing properties.
- Public Housing – Energy Conservation. Electrical Fixture replacements in planning, project bidding planned for the early spring of 2019 with site work beginning during 2019.
- Public Housing – 43-10, 43-13, 43-14, and 43-15 – A Project has been organized to perform needed parking lot and driveway roadway resurfacing, site maintenance and ADA path of travel improvements. This project will be bid in the spring of 2019.
- Public Housing – Sewer Lateral Investigations 43-1A,1B,04, 43-2A,2B – Investigate and prioritize the repair and replacement of deteriorating sewer line laterals serving the Gridley and Biggs concrete block units. This project will be bid in the spring of 2019.
- Walker Commons – Roofing Phase II, project is currently out to bid with expected board review and approval at the March 2019 meeting. Architectural design for project siding, PTAC units, window, and path of travel replacements are currently in planning for 2019.
- Chico Commons – Phased Siding Replacement Project. This project is being reorganized with bidding planned during the spring of 2019, for completion of work in the summer.
- Farm Labor Housing – Workout Plan Renovations: HMR Architects, Inc. has been selected to provide Architectural services for Phase II and III rehab. Architectural project design updates are expected to begin within the next few weeks with construction bidding planned for July-August 2019.

12 Month HACB Project Schedule - February 15, 2019

1 to 5	1 Most Urgent	5 Less Urgent	Cost Est	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19
FLH															
1		Phase (II & III) Combined Unit Rehab - Re-design	\$153,230.00												
1		Phase (II & III) Combined Unit Rehab - Bidding and CM	\$60,100.00												
1		Phase (II & III) Combined Unit Rehab - Construction	\$5,886,694.00												
1		Well 1,2,3 TCP Water Contaminate Compliance- Action Plan Development	\$25,000.00												
3		Admin Building- Gutters, Downspout, Paint	\$35,000.00												
1		FLH - Tree Maintenance	\$40,300.00												
1		Demo Units - Siding & Paint	\$128,000.00												
Public Housing															
2		Energy Performance - Electrical	\$254,380.00												
2		Tree Pruning and Removals	\$268,800.00												
2		Appliance Replacements (Refrigerators)	\$24,000.00												
3		ADA Units upgrade (43-10)	\$213,000.00												
1		Sewer Lateral Replacement 43-03	\$86,000.00												
1		Sewer Lateral Investigation and Replacement 43-01A,1B, 4, 2A, 2B	\$162,400.00												
2		Roadway Resurfacing, ADA POT, Site Improvements	\$261,149.62												
1		ACM Tile Abatement	\$67,000.00												
4		Oro Dam Wall	\$250,000.00												
3		PH Capital Fund Energy Audit	\$13,000.00												
3		PH Capital Fund Environmental Review	\$25,000.00												
Chico Commons															
1		Siding replacement IV Construction Contract	\$194,598.00												
1		Gutters and Downspout Replacement	\$36,177.00												
1		Exterior Building Paint	\$176,418.00												
3		Cabinets, Interior Work	\$200,000.00												
Walker Commons															
2		Architecture: Window, HVAC, Siding Repl.	\$35,000.00												
3		Siding Repl/ Gutter and Downspout Repl/ Window Upgrade	\$225,000.00												
3		HVAC	\$89,000.00												
1		Roof Replacement - Phase 2	\$149,645.66												
3		ADA Path of Travel	\$95,000.00												
DAC's Reports															
1		Update ALL reports in ALL projects	\$1,200.00												
Alamont															
1		Patio Replacements (3)	\$17,400.00												
4		Painting of Buildings	\$27,000.00												
Evanswood HOA															
Lincoln Apts.															
3		Parking Lot ADA and Asphalt Overlay	\$27,000.00												
Cordillera															
1		Painting of Buildings	\$45,000.00												
Locust Apts.															
2039 Forest Avenue															
1		Design/CM- ADA and Office Improvements	\$13,700.00												
1		PH Accessibility, Front Door Imp.	\$61,368.50												
1		Section 8 Interview Carrels, Accessibility Imp.	\$102,455.54												
1		Add Offices: 105a, 105b, Modify Office: 110	\$38,319.72												
Other															
Total next 12 months			\$9,487,336.04												

 Design/Bid Phase
 Construction Phase
 Completed

501-16	
Obligation End:	4/13/2018
Disbursement End:	4/12/2020
Disbursement End:	4/12/2020
501-17	
Obligation Start:	8/16/2017
Obligation End:	8/15/2019
Disbursement End:	8/15/2021
501-18	
Obligation Start:	5/29/2018
Obligation End:	5/28/2020
Disbursement End:	5/28/2022

MEMO

Date: February 15, 2019

To: HACB Board of Commissioners

From: Jerry Martin, Modernization Coordinator

Subject: Public Housing - Capital Fund Status Report

Capital Fund 501-16, Funding Amount \$557,509

This Capital Fund is 100% obligated, and 100% expended. Close out is subject to audit.

Capital Fund 501-17, Funding Amount \$557,643

This Capital Fund is 94% obligated, and 54% expended. Projects include:

- ACM Tile Replacement** – All concrete-block units, ongoing - fourteen (14) units complete.
- Energy Conservation Work** – Electrical Fixture replacements, countywide, in planning.
- ADA Site Accessibility Work** – Hammon Park (43-15), Oroville. Project is complete.
- Sewer Service Line Replacements** – Chico CMU units (43-03), Project is complete.
- Site Upgrade, Landscaping and Accessibility Work** – Landscape upgrades, tree trimming, and miscellaneous improvements addressed in DAC report, in planning.
- Tree Maintenance** – Countywide, Pruning and Selected Removals. Contract site work currently underway at the Chico and Oroville PH units.

Capital Fund 501-18, Funding Amount \$817,783

This Capital Fund is 10% obligated and 3% expended. Projects Include:

- ACM Tile Replacement** – All concrete-block units – ongoing.
- Bathroom Tub/Shower Remodel** – All concrete block units – ongoing
- Energy Conservation Work** – Electrical fixture replacements, countywide, in planning.
- Sewer Service Line Investigation and Replacements** – Gridley and Biggs CMU units (43-01A, 01B, 04, 02A, 02B), in planning.
- ADA Unit Accessibility Work** – Winston Gardens (43-10), three units to be upgraded to accessibility standards, in planning.
- Unit Appliance Replacements/Upgrades** – Countywide, in planning.
- Resurfacing of Roadways** – Rhodes Terrace, Shelton Oaks (43-13), Winston Gardens (43-10), Gardella (43-14), Hammon Park, Oro Dam Blvd (43-15), planned for 2019
- Site Upgrade, Landscaping and Accessibility Work** – Landscape upgrades, tree trimming and miscellaneous improvements addressed in DAC report, ongoing.

HUD Low Income Public Housing

Capital Fund Program Summary - Projects Proposed or Under Contract

		1406	1408	1410	1480	1430-1480	1450	1460	1465	1480	1495-1480	100	Totals	"UC"
		Operations	Mngmt Improvements	Admin	Audit	Fees and Cost	Site Improvement	Dwelling Structure	Building Equipment	General Capital Activity	Relocation Costs	Reserved Budget		Under Contract
	Cash Available as of 2-15-2019	27,875	2,000	58,738	4,000	78,581	0	0	0	877,021	3,500	0	1,051,715	
													0	
	501-16, 501-17 and 501-18 Funding												0	
100	Reserved Budget											0	0	
1406	Operations	27,875											27,875	
1408	Management Improvements		2,000										2,000	
1480	Audit Cost Cap Fund				4,000								4,000	
1410	Administration			58,738									58,738	
1430	Architectural Service / Permits/ Adminstration					0							0	
1480	Fees and Costs					78,581							78,581	
1450	Site Work Landscaping/ Concrete work / ADA												0	
1450	Sewer Lateral Investigation 43-03												0	
1460	ADA unit Upgrades							0					0	
1460	VCT Tile Replacement (Cinder Block Units)							0					0	
1480	General Capital Fund Activity: Site Improvement, Dwelling Structures, Dwelling Equipment									877,021			877,021	
1495.1	Relocation Costs										0		0	
1480	Relocation Costs										3,500		3,500	
													0	
													1,051,715	Total

Capital Fund Program - Summary by Capital Fund Project

Cash Available as of 2-15-2019																	
Capital Funds 501-16, 501-17 and 501-18																	
			501-16 (Revision #2, 10-29-2018)				501-17 (Revision #1, 10-30-2018)				501-18 (Revision #1, 10-30-2018)				Totals		
			Original	Revised	Obligated	Expended	Original	Revised	Obligated	Expended	Original	Revised	Obligated	Expended	Orig/Revised	Expended	Balance
Line No.	Summary by Development Account																
Total Non-CGP Funds																	
1	100	Reserved Budget								9,226	0			0	0	0	
2	1406	Operations (20%)					20,000	0		27,875	27,875			27,875	0	27,875	
3	1408	Management Improvements								2,000	2,000			2,000	0	2,000	
4	1410	Administration (10%)	55,750	55,750	55,750	55,750	55,764	55,764	55,764	80,855	81,778	81,778	23,040	193,292	134,554	58,738	
5	1411 / 1480	Audit	2,000	2,000	2,000	2,000	2,000	2,000		2,000	2,000			6,000	2,000	4,000	
6	1415	Liquidated Damages												0	0	0	
7	1430 / 1480	Fees and Costs	56,809	48,436	48,436	48,436	35,818	35,818	46,872	12,357	55,120	55,120		139,374	60,793	78,581	
8	1440	Site Acquisition												0	0	0	
9	1450	Site Improvement	285,201	293,441	293,441	293,441								293,441	293,441	0	
10	1460	Dwelling Structures	154,249	154,401	154,401	154,401								154,401	154,401	0	
11	1465.1	Dwelling Equipment												0	0	0	
12	1470	Nondwelling Structures												0	0	0	
13	1475	Nondwelling Equipment												0	0	0	
14	1480	General Capital Fund Activity: Site Improvement, Dwelling Structures, Dwelling Equipment					444,061	464,061	421,970.16	232,550	637,207	645,510		1,109,571	232,550	877,021	
15	1485	Demolition												0	0	0	
16	1492	Move to Work Demonstration												0	0	0	
17	1495.1 / 1480	Relocation Costs	3,500	3,480	3,480	3,480				3,500	3,500			6,980	3,480	3,500	
18	1499	Development Activities												0	0	0	
19	1502	Contingency												0	0	0	
														0	0	0	
														0	0	0	
			557,509	557,509	557,509	557,509	557,643	557,643	524,606.11	300,671	817,783	817,783	81,778	23,040	1,932,935	881,220	1,051,715
							100%	100%		94%	54%		10%	3%			

MEMO

Date: February 15, 2019

To: HACB Board of Commissioners

From: Larry Guanzon, Deputy Executive Director
Ed Mayer, Executive Director
Juan Meza, Property Manager

Subject: Farm Labor Housing, Gridley – status report

We currently have a total of (83) occupied units, which include **four (4) FEMA evacuees**; (16) units offline because they are part of Phase II of the rehab, (8) uninhabitable units, and (14) units available for occupancy. We currently have (6) applicants on our waiting list, (1) of which is a FEMA applicant. We have (1) Farm Labor eligible applicant scheduled to move in before the end of this month, which will bring our occupancy up to eighty four (84). We don't have any intent to vacate notices or unlawful detainers at this time. Our goal and number one priority continues to be renting out all of the habitable units on the property.

Notices were served to all residents last month notifying them of what may be the presence of 1, 2, 3, Trichloropropane (TCP) in the water system. The notice served to all residents was in English and Spanish. The Housing Authority continues to work with Butte County Public Health and the State Water Board for solution. Residents are slowly coming in for the bottled water we have available for consumption at our Gridley office. Depending on the action plan to be approved by the State Water Board, we may need to add a well filtration system. Yearly operating costs would likely be more than the property can afford, jeopardizing operational feasibility. The last quarterly water test for TCP came in at "no detection", which is good news as we work our way through the process of mitigating the presence of TCP in the well water.

Maintenance staff and the Resident Manager continue to work on vacancy make-readies. We still have (1) temporary worker assisting maintenance with landscaping and maintenance duties. On-site security is reporting no significant problems at this time.

Monthly food distribution was held this month on February 12, 2019 from 5-8 pm in the Community Room. Promotores staff continues to host a youth group every Wednesday from 3:30 pm to 4:30 pm. Mobile Digital Literacy (e-Aprende) continues to assist residents on Wednesdays from 10:00 am to 2:00 pm.

Mi C.A.S.A.'s Spring Session is underway and staff is reporting between (50-60) students are attending classes daily. Mi C.A.S.A. students submitted a total of (11) entries for NAHRO's annual poster contest "What Home Means to Me" of which (2) moved on to Regional

competition. Although the (2) entries at Regional did not qualify for the National competition, we are excited at the prospects of more entries the next time around, and the possibilities of one of our residents making it to Nationals. Every student who submitted an entry for the poster contest was rewarded with a Certificate of Participation along with a gift card.

Phase II renovation work has been delayed for a year by personal setbacks experienced by project architect, Pat Barnard, whose contract has now been terminated. We are ready to engage a new architect, for completion of Phases II and III plans and bid documents. The plan is to organize Phases II and III, funded by \$6 million in USDA grants, for a consolidated construction effort in 2019. USDA State Architect, Judy Moran, has authorized retention of the architect, HMR Architects, Inc., affirming HACB Board action from last month.

The levee taking transaction is creeping towards a close, subject to USDA-RD and State HCD approval of the transaction. USDA response has been delayed by the Camp Fire disaster, and State HCD, with a new administrative regime, is requiring an ALTA survey (est. \$20-30K cost). Upon USDA and HCD approval, the levee taking transaction, transferring funds and property, can be completed. Levy taking proceeds to the HACB, in the amount of \$66,450.00, will be directed towards property rehab work. HACB has retained an agent to coordinate and finalize this transaction.

66

January 6, 2019

Dear Donors and Friends:

This has been a fabulous year of growth in our Character, Academic, Service, and Achievements. New this year was a Spring Dinner in February featuring Greek pitas and salad, and Mexican flan. We had a French Riviera setting with lovely daffodils in royal blue vases. This community fundraiser was organized and implemented by Sharon and Mr. Agapiades, and Cheryl and Rick Argetsinger. You are invited to join us the third Saturday of February. The Avalos Family Foundation awarded \$25 for each academic "A" to the parents of middle school and high school students. When students register for college they will receive matching scholarships. Summer school curriculum included cooking, creative writing, crafts as well as physical recreation activities. The adult staff saw remarkable growth by all students, Kindergarteners through Fifth Graders. This academic year has been fortunate to have adult tutors, all former students. At all levels students are proud of their academic growth!



Character growth has been visible as homework program students are members of C.J.S.F. at the middle school, on the honor roll at both the high school and middle school, members of athletic teams and the school band. Older students volunteer to assist the elderly seniors living at the Housing Authority, and participate in the Housing Authority poster contest, "What my Home Means to Me".

Academic success is seen when our new non-English fluent students present oral reports in English and flourish in their writing skills. Our honor roll students spend many hours working on academic projects and reading to be competitive with their more affluent classmates. We have former student graduates from Chico State, Sacramento State, U. C. Davis, and Butte College. The goals of mi casa students are to graduate from high school with resumes that will open doors for further education. They all want to be contributing community citizens as adults. Thank you for your exemplary behavior and model community involvement.

Service has been our 2018 adventure. Our tutors and older students have volunteered at the Gridley Chamber of Commerce Parade of Lights, and Red Suspenders Day Parade. For the Recreation Department they volunteer to help at the Fishing Derby, Pine Wood Car Derby, Fall Festival and Breakfast with Santa. Several former students serve in the U.S. Marines and U.S. Navy. Tutors and parents made a surprise appreciation dinner for Mrs. Wilburn and Mrs. McKenzie. Former students (from the 2000 to 2008) attended the dinner. The teachers got to meet spouses and babies. It was certainly an evening of laughter, hugs and appreciation!!



The remarkable Achievements of the Mi C.A.S.A. program include recognition from the Pamela Warren Foundation, the Joseph Bouchard Foundation, the Zappettinni Foundation, Gridley Education Foundation, and Umpqua Bank. We seriously appreciate recognition for our hard work from our community partners. We also note the achievements of our tutors that provide food boxes for our families at Thanksgiving and Christmas. The daily commitment of each student to read for 20 minutes, complete homework, write an essay and practice the math facts is a great individual achievement.

We look forward to many new accomplishments in 2019!

Kindly,

Kathy McKenzie, Mi CASA Director

MEMO

Date: February 15, 2019

To: HACB Board of Commissioners

From: Larry Guanzon, Deputy Executive Director

Subject: Status Report – Bond Portfolio (Series 2000A Bonds)

- Alamont Apartments, Chico (30 units, family)
- Lincoln Apartments, Chico (18 units, family)
- Kathy Court Apartments, Paradise (12 units, family)
- Evanswood Estates, Oroville (27 units, family)
- Park Place Apartments, Oroville (40 units, senior)

For Alamont, Lincoln, Kathy Court, Evanswood Apartments and Park Place Apartments, please also see monthly reports provided by the property manager, RSC Associates Inc., following this memo.

Alamont Apartments, Chico – As of February 1st there continues to be no vacancies. Work has been authorized to continue repair/replacement of the property's second story patios, with one tentatively planned before the end of the 2nd quarter of 2019. Exterior painting of all buildings is planned in 2019.

Evanswood Apartments, Oroville – This complex has zero (0) vacancy.

Kathy Court Apartments, Paradise – Kathy Court was burned to the ground in the Camp Fire. The insurance agent and adjuster have been notified, and just recently have gained access to the property. We are working closely with HARRP, our insurance company. Former residents have received their prorated rent and security deposits back. We have received lost rent and personal property funds from HARRP. The "EMMA" bond finance system has been provided notice of the loss of the complex, in accordance with the bond Indenture and Regulatory Agreement. Site clearance is being pursued on two counts, one using the FEMA/State/County system, and one using a private contractor. Insurance proceeds, net of site clearance, will go to the bond Trustee for bond defeasance. It is not anticipated that Bond indenture payments will be jeopardized by the loss of the property.

Lincoln Apartments, Chico – The Lincoln Apartments had zero (0) vacancy as of the 1st of February. Capital improvement work continues in upgrade of the patio railing assemblies. Exterior painting will follow the patio improvements, and parking lot repair is being planned.

Park Place Apartments, Oroville – The property currently has no vacancies.

February 7, 2019

Mr. Ed Mayer, Executive Director
Housing Authority of the County of Butte
2039 Forest Avenue, Suite 10
Chico, CA 95928

RE: 2000-A REVENUE BOND PROPERTIES

Dear Ed:

Please find enclosed for your review the following financial information for the month that ended on January 31, 2019, for the five properties under the 2000-A Revenue Bond, consisting of Alamont Apartments, Evanswood Estates, Kathy Court Apartments, Lincoln Apartments, and Park Place Apartments.

1. Alamont Apartments
 - a. Project Cash Flow and Bank Account Summary, Budget Comparison, General Ledger, Trial Balance and Tenant Rent Roll.
 - b. 12 Month Income Statement.
 - c. 2018/2019 Performance Review.
 - d. Capital Improvement Summary.

2. Evanswood Estates
 - a. Project Cash Flow and Bank Account Summary, Budget Comparison, General Ledger, Trial Balance and Tenant Rent Roll.
 - b. 12 Month Income Statement.
 - c. 2018/2019 Performance Review.
 - d. Capital Improvement Summary.

3. Kathy Court Apartments
 - a. Project Cash Flow and Bank Account Summary, Budget Comparison, General Ledger, Trial Balance and Tenant Rent Roll.
 - b. 12 Month Income Statement.
 - c. 2018/2019 Performance Review.
 - d. Capital Improvement Summary.

4. Lincoln Apartments

- a. Project Cash Flow and Bank Account Summary, Budget Comparison, General Ledger, Trial Balance and Tenant Rent Roll.
- b. 12 Month Income Statement.
- c. 2018/2019 Performance Review.
- d. Capital Improvement Summary.

5. Park Place Apartments

- a. Project Cash Flow and Bank Account Summary, Budget Comparison, General Ledger, Trial Balance and Tenant Rent Roll.
- b. 12 Month Income Statement.
- c. 2018/2019 Performance Review.
- d. Capital Improvement Summary.

ALAMONT APARTMENTS

Alamont Apartments ended the month of January with no vacant units as the property had no new move-ins or move-outs.

Total rental income for the month of January was \$22,189.50 which was \$190.50 more than was budgeted. This variance was due to the higher prepaid rents and lower vacancy loss. Service income for the month came to \$499.59 and was below budget by \$239.41 due to no cleaning or repairs being collected. This brought the total income to \$22,689.09, which was lower than budget by \$48.91 due to the reasons previously mentioned.

Moving on to the monthly expenses, you will see that the renting expenses totaled \$21.19 which was under budget by \$211.81 due to no resident activities or office supplies being expensed. Total administrative expenses came to \$2,453.13 which was less than budget for the month by \$21.87. Total utility expenses were \$3,263.37 and over budget by \$788.37, due to higher water and sewer costs. There were no expenses in apartment turnover, which was under budget by \$450.00, due to no turnover work being done. Maintenance expenses for the month were \$1,345.94 which was below budget by \$1,358.06 as the property needed fewer repairs during the month than was budgeted. There were one capital improvement expense for the month of January, a water heater for unit 20 for \$1,185.48. After the total financial expenses of \$7,385.00, the net project cash flow came to \$7,034.98 which was \$2,168.98 over the budget for the reasons mentioned above.

As you review the Cash Balance Summary on Page 2 of the Cash Flow Statement, you will see that the property ended the month with total cash on hand of \$54,413.83. This total consisted of \$3,000.00 in the

general checking account, \$33,437.94 in the general savings account, \$17,925.89 in the financial reserve account, and \$50.00 in the petty cash account. This balance reflects a \$17,000.00 distribution from the financial reserve savings account and a \$20,000.00 distribution from the general savings account, for a total distribution of \$37,000.00 made to you during the month of January.

EVANSWOOD ESTATES

Evanswood Estates ended the month of January with no vacant units, as the property had no new move ins or move outs.

Total rental income for the month came to \$26,491.00 which was over budget by \$1,476.00. This variance was due to the collection of prior unpaid rents. Total service income collected was \$13.61 which was lower than the budget by \$96.39, due to no late fees being collected. This brought the total income to \$26,504.61, which was \$1,379.61 higher than what was budgeted for the reasons previously mentioned.

Moving on to the monthly expenses, the renting expenses totaled \$42.73 which was under budget by \$120.27 due to no promotional activities. Total administrative expenses were \$7,311.04, which was \$1,031.04 higher than what was budgeted. The total utility expenses for the month came to \$1,453.70 which was under budget by \$11,774.30, due to the sewer costs. There were no apartment turnover expenses for January, which was budgeted for \$5,325.00. Total maintenance expenses came to \$705.25, which was under budget by \$1,119.75, due to no servicing being done. This brought the net operating income to \$16,991.89, which was \$22,496.89 under budget due to the reasons described above.

There were no capital improvements for the month. The total financial expenses for the month came in at \$10,947.00 which brought the net project cash flow to a balance of \$6,044.89. This brought the net project cash flow under the budgeted figure by \$24,746.89, since it was budgeted to have higher expenses.

As you review the Cash Balance Summary on the Cash Flow Statement, you will see that the property ended the month with total cash on hand of \$54,967.27 with \$3,000.00 in the general checking, \$20,287.33 in the general savings, and \$31,679.94 in the replacement reserve account. This balance reflects a \$20,000.00 distribution from the financial reserve account.

KATHY COURT APARTMENTS

Kathy Court Apartments ended the month of January with no available units due to the Camp Fire.

There was no rental income for January due to the Camp Fire. There was no service income. The total renting expenses were \$19.72, below budget by \$69.28, due to no advertising and lower office supplies costs. The total administrative expenses came to \$120.00, which was under budget by \$809.00, due to no management fees and legal expenses. There were no utility expenses for the month, only a credit of \$88.19 for electricity, which was under budget by \$838.19. There were no apartment expenses. There were no maintenance expenses, but \$1,900.25 was budgeted. The total operating expenses came to \$51.53, under budget by \$4,301.72, due the reasons described above. The net operating income had a negative balance of \$51.53, which was \$5,546.75 under budget due to the reasons stated.

As you can see on the Cash Flow statement, the property ended the month with cash on hand of \$95,642.61.

LINCOLN APARTMENTS

Lincoln Apartments ended the month of January with no vacant units.

The total rental income for the month of January came to \$11,195.00 and was more than budget by \$385.00, as there was no vacancy loss. Service income totaled \$347.84, which was less than budget by \$8.16, right at budget. This brought the total income to \$11,542.84, more than what was budgeted by \$376.84, for the reasons previously mentioned.

Moving on to the January monthly expenses, the renting expenses came to \$21.91 and under budget by \$73.09 due to less office supplies being expensed. Total administrative expenses were \$1,704.38 and over budget for the month by \$537.38, due to resident manager expenses. Utility expenses totaled \$1,464.10, which was more than what was budgeted by \$63.10, due to the higher utility costs. There were no apartment turnover expenses for the month. The total maintenance expenses were \$2,408.06, which was over budget by \$970.06, mainly due to the repairs and on-site maintenance. This brought the net operating income to \$5,944.39 which was under budget by \$305.61 due to the reasons previously mentioned.

There were no capital improvements in the month of January. After the total financial expenses of \$1,692.00, the net project cash flow came to \$4,525.39, which was higher than the budget by \$3,044.39, for the reasons described above.

As you review the Cash Balance Summary on Page 2 of the Cash Flow Statement, you will see that the property ended the month with total cash on hand of \$25,873.22. This consisted of \$3,000.00 in the general checking account, \$15,134.22 in the general savings, \$7,639.00 in the financial reserve account, and \$100.00 in the petty cash account. This balance reflects a \$5,000.00 distribution from the financial reserve savings account and a \$8,000.00 distribution from the general savings account in the month of January.

PARK PLACE APARTMENTS

Park Place Apartments ended the month of January with no vacant units, as there were no move outs or move ins.

Total rental income for the month of January was \$21,619.00 which was lower than the budget by \$1,196.00. This variance was due to the prepaid rents. Service income for the month totaled \$224.27, which was only \$5.73 less than budgeted. This brought the total income to \$21,843.27 and below the budget by \$1,201.73 for the reasons described above.

Moving on to the monthly expenses, you will see that the renting expenses came to \$182.46 which was \$132.54 less than the budget. Total administrative expenses were \$2,279.22, which was over budget by \$265.00. Utility expenses totaled \$1,665.21 which was \$17,261.79 under budget due to the sewer expense. The apartment turnover expenses came to \$1,090.34, over budget by \$1,090.34 which was due to nothing was budgeted for this in January. Maintenance expenses totaled \$1,647.71, under budget by \$2,377.29, due to less repairs and labor costs. This brought the net operating income to \$14,709.33, under budget by \$17,214.33 for the reasons previously mentioned.

After the total financial expenses of \$9,688., the net project cash flow came to \$5,021.33, under budget by \$17,849.33, for the reasons previously mentioned.

As you review the Cash Balance Summary on Page 2 of the Cash Flow Statement, you will see that the property ended the month with total cash on hand of \$57,296.37. This consisted of \$3,000.00 in the general checking account, \$18,923.37 in the general savings account, \$35,273.00 in the financial reserve account and \$100.00 in the petty cash account. This balance reflects a \$20,000.00 distribution from the financial reserve account made to you during the month of January.

Ed Mayer, Executive Director
Chico, California

February 7, 2019
Page 6

Please give me a call if you have any questions regarding any of your properties. We will keep you apprised of any needs or concerns regarding each of the properties.

Sincerely yours,

RSC ASSOCIATES, INC.

A handwritten signature in black ink, appearing to read "Richard Gillaspie".

Richard Gillaspie
Property Manager

RG:ph
Enclosures

**EVANSWOOD ESTATES
2018 - 2019 PERFORMANCE REVIEW**

Ev08-09pr

	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
TOTAL INCOME 2013/2014	25761	22166	21931	21631	22844	23897	25209	24634	24046	24708	24330	24920	286077
TOTAL INCOME 2014/2015	23371	21626	22118	22210	23141	25887	25234	23634	22078	24210	24226	24330	282065
TOTAL INCOME 2015/2016	24785	22727	24227	24736	24603	24193	23688	23949	24683	22273	25678	24151	289695
TOTAL INCOME 2016/2017	24015	25556	22288	22612	24826	25791	25401	24471	22296	28305	26950	27243	299754
TOTAL INCOME 2017/2018	22505	26517	25247	25129	28868	24735	27062	25902	25823	25872	26340	26061	310062
TOTAL INCOME 2018/2019	26346	23751	29950	26505									106551
VARIANCE	3841	-2766	4703	1375									7152
	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2013/2014 VACANCY LOSS	-1532	-1929	-1317	-2000	-333	-1000	14	0	-115	-312	-433	-1999	-10958
2014/2015 VACANCY LOSS	-1000	52	-2425	-1833	-735	-1710	-932	-420	-2455	-897	-497	0	-12852
2015/2016 VACANCY LOSS	-300	0	0	0	-767	-573	0	0	-1015	-2102	-1117	-906	-6780
2016/2017 VACANCY LOSS	-1050	-2120	-2986	-1883	-832	183	0	-925	-1043	139	0	16	-10501
2017/2018 VACANCY LOSS	-1106	-1073	-1394	0	0	0	0	0	-271	0	-470	0	-4314
2018/2019 VACANCY LOSS	0	0	-406	0									-406
VARIANCE	1106	1073	988	0									3168
	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2013/2014 UNPAID RENTS	-206	-686	-463	-95	-1013	387	-841	1062	50	50	-924	880	-1801
2014/2015 UNPAID RENTS	414	-2017	-39	-1136	-125	2592	510	0	8	-153	-150	150	54
2015/2016 UNPAID RENTS	0	-1000	-150	508	409	-100	-440	-904	283	-201	-462	604	-1453
2016/2017 UNPAID RENTS	-14	1235	0	-1082	423	-170	-4	101	-2136	2285	547	-658	527
2017/2018 UNPAID RENTS	-2154	2050	0	-153	89	-1100	1100	0	0	0	0	-378	-546
2018/2019 UNPAID RENTS	25	-3357	2195	1500									363
VARIANCE	2179	-5407	2195	1653									619
	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2013/14 TOTAL OPER. EXP.	15113	14863	21210	14447	10025	8427	9688	7856	11091	9785	8703	19982	151189
2014/15 TOTAL OPER. EXP.	13873	5115	9339	11278	14947	19366	10569	9790	10369	13440	10318	7565	135968
2015/16 TOTAL OPER. EXP.	13529	7885	7892	8769	9140	23910	11093	8440	7089	10075	13493	18394	139709
2016/17 TOTAL OPER. EXP.	13821	9431	9079	12822	15960	18874	8695	8807	7492	14743	9537	9188	138449
2017/18 TOTAL OPER. EXP.	8518	8435	12995	34778	9702	7854	9656	8487	9275	9478	10419	8561	138157
2018/19 TOTAL OPER. EXP.	23913	9190	18864	9513									61480
VARIANCE	15395	754	5869	-25265									-3246
	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2013/2014 TOTAL NOI	10648	7303	720	7184	12820	15470	15522	16778	12955	14924	15627	4938	134888
2014/2015 TOTAL NOI	9498	16511	12780	10931	8193	6521	14665	13844	11709	10770	13908	16765	146096
2015/2016 TOTAL NOI	11256	14843	16335	15967	15463	283	12595	15508	17594	12198	12185	5757	149985
2016/2017 TOTAL NOI	10194	16124	13210	9790	8866	6917	16706	15663	14804	13562	17413	18056	161305
2017/2018 TOTAL NOI	13987	18082	12252	-9649	19166	16881	17406	17415	16549	16395	15921	17501	171905
2018/2019 TOTAL NOI	2433	14561	11086	16992									45071
VARIANCE	-11555	-3521	-1167	26641									10399

KATHY COURT APARTMENTS
2018 - 2019 PERFORMANCE REVIEW

kc08pr

	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
TOTAL INCOME 2014/2015	10,095	7,789	7,327	8,612	9,582	8,136	8,655	8,173	8,328	8,071	8,221	8,304	101,291
TOTAL INCOME 2015/2016	8,798	10,920	8,178	8,239	9,964	8,676	7,422	8,699	6,903	8,136	8,441	7,491	101,866
TOTAL INCOME 2016/2017	6,901	8,372	6,935	9,927	6,915	8,712	8,505	7,415	9,017	8,275	9,561	6,815	97,349
TOTAL INCOME 2017/2018	9,282	9,058	9,100	9,351	8,070	12,264	9,536	8,292	9,252	9,109	14,505	7,740	115,559
TOTAL INCOME 2018/2019	9,277	-1,244	0	0									8,034
VARIANCE	-4	-10,302	-9,100	-9,351									-28,758

	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2014/2015 VACANCY LOSS	-183	-206	0	0	-153	0	0	0	0	0	0	-1,239	-1,780
2015/2016 VACANCY LOSS	-23	-274	0	0	0	0	0	0	0	-1,233	-953	-309	-2,792
2016/2017 VACANCY LOSS	-1,395	-1,279	-1,395	-775	0	0	-257	-427	0	257	-102	-191	-5,563
2017/2018 VACANCY LOSS	-1,673	-1,195	-775	-775	-660	-150	0	-715	-1,075	-1,216	-1,226	-775	-10,235
2018/2019 VACANCY LOSS	-450	-7,306	0	0									-7,756
VARIANCE	1,223	-6,111	775	775									-3,338

	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2014/2015 UNPAID RENTS	3	325	-435	223	60	345	205	-875	-420	-120	-520	1,894	685
2015/2016 UNPAID RENTS	-335	1,562	-685	53	685	0	-105	-250	-1,315	688	-50	-1,216	-968
2016/2017 UNPAID RENTS	308	-195	-400	186	-298	22	-704	-261	-311	-1,143	-1,067	-2,102	-5,965
2017/2018 UNPAID RENTS	-818	935	41	1	-439	240	-66	0	-72	-710	851	0	-37
2018/2019 UNPAID RENTS	49	0	0	0									49
VARIANCE	867	-935	-41	-1									-110

	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2014/2015 TOTAL OPER. EXP.	5,618	5,498	2,756	2,397	4,295	3,602	2,529	3,589	2,113	2,450	2,133	2,545	39,523
2015/2016 TOTAL OPER. EXP.	3,788	4,031	3,431	2,876	3,263	2,823	5,033	4,305	3,619	4,087	5,463	7,236	49,955
2016/2017 TOTAL OPER. EXP.	11,609	4,960	4,700	3,295	4,188	5,107	5,227	6,064	7,047	5,576	4,561	3,183	65,516
2017/2018 TOTAL OPER. EXP.	7,515	4,561	3,498	4,587	2,991	3,922	4,330	2,344	6,986	5,941	5,628	5,730	58,031
2018/2019 TOTAL OPER. EXP.	4,126	1,903	470	52									6,551
VARIANCE	-3,389	-2,657	-3,028	-4,535									-13,609

	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2013/2014 TOTAL NOI	5,150	2,352	4,422	2,592	4,162	3,599	4,266	4,122	4,497	2,661	4,725	4,322	46,870
2014/2015 TOTAL NOI	4,477	2,291	4,571	6,215	5,287	4,534	6,126	4,584	6,214	5,621	6,088	5,759	61,768
2016/2017 TOTAL NOI	-4,708	3,413	2,236	6,633	2,727	3,605	3,278	1,351	1,970	2,698	5,000	3,632	31,833
2017/2018 TOTAL NOI	1,767	4,498	5,602	4,765	5,079	8,342	5,206	5,949	2,266	3,168	8,877	2,010	57,528
2018/2019 TOTAL NOI	5,152	-3,147	78,636	-52									80,589
VARIANCE	3,385	-7,645	73,034	-4,816									63,958

LINCOLN APARTMENTS

2018 / 2019 PERFORMANCE REVIEW

LNA07-08pr

	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
TOTAL INCOME 2013/14	9984	8941	8958	8848	8921	7950	7381	8331	10887	8617	10910	10575	110,304
TOTAL INCOME 2014/15	13248	8651	9633	9320	10482	10694	10223	10280	11197	9341	9899	10100	123,068
TOTAL INCOME 2015/16	10837	10462	8970	9553	10644	10104	10559	10374	10953	10092	10765	10529	233,372
TOTAL INCOME 2016/17	10302	11082	10773	11146	11141	11847	10578	11156	11174	11378	11420	11179	133,177
TOTAL INCOME 2017/18	10423	11837	11327	11169	10653	11027	12506	11296	10638	12351	11862	10876	135,967
TOTAL INCOME 2018/19	12798	10026	12618	11543									46,984
VARIANCE	2375	-1811	1290	374									2,228

	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2013/14 VACANCY LOSS	-953	-1143	-1270	-1270	-1503	-3175	-1964	-935	-1689	-43	0	0	-13,945
2014/15 VACANCY LOSS	-275	-793	-496	-635	0	0	-550	-635	-635	-635	-541	0	-5,196
2015/16 VACANCY LOSS	-258	-575	-595	-1217	-867	-192	0	-360	-1231	-635	-191	-679	-6,799
2016/17 VACANCY LOSS	-700	-169	-510	0	0	43	0	0	0	0	0	-567	-1,904
2017/18 VACANCY LOSS	-645	-250	0	-405	-645	-122	8	-550	-750	0	0	75	-3,284
2018/19 VACANCY LOSS	-575	0	-950	0									-1,525
VARIANCE	70	250	-950	405									-225

	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2013/14 UNPAID RENTS	-130	-390	-635	-635	-402	0	0	-215	616	-98	98	0	-1,791
2014/15 UNPAID RENTS	0	-139	0	0	0	0	0	0	0	0	139	-210	-210
2015/16 UNPAID RENTS	-475	-437	-475	-247	-889	593	0	-11	500	0	-21	21	-1,442
2016/17 UNPAID RENTS	0	-5	5	0	0	0	0	0	0	0	0	0	0
2017/18 UNPAID RENTS	-400	375	0	36	-155	-453	-532	-100	100	100	90	-755	-1,694
2018/19 UNPAID RENTS	480	-1000	930	-425									-15
VARIANCE	880	-1375	930	-461									-26

	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2013/14 TOTAL OPER. EXP.	5141	7185	5516	4839	4861	7122	10793	3551	4965	3922	3041	3987	64,926
2014/15 TOTAL OPER. EXP.	3505	6870	9065	2413	4298	3164	2913	7161	2900	6531	3219	5215	57,253
2015/16 TOTAL OPER. EXP.	8125	6141	7193	7575	5193	8897	8761	5351	8204	6854	3664	4856	80,815
2016/17 TOTAL OPER. EXP.	5915	5497	5065	4829	4795	3994	4206	3846	3140	4493	4089	6684	56,552
2017/18 TOTAL OPER. EXP.	11576	8838	6363	4723	7257	3792	3742	4423	5217	7734	6941	3620	74,225
2018/19 TOTAL OPER. EXP.	7866	7526	6294	5598									27,284
VARIANCE	-3710	-1311	-69	876									-4,215

	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2013/14 TOTAL NOI	4843	1757	3442	4009	4060	827	-3412	4780	5922	4696	7869	6588	45,379
2014/15 TOTAL NOI	9743	1781	568	6907	6184	7529	7310	3119	8297	2810	6679	4886	65,814
2015/16 TOTAL NOI	2712	4321	1777	1979	5451	1206	1798	5023	2750	3238	7101	5673	43,029
2016/17 TOTAL NOI	4387	5586	5707	6318	6346	7853	6372	7310	8034	6885	7332	4495	76,624
2017/18 TOTAL NOI	-1153	2999	4965	6446	3396	7235	8764	6873	5422	4617	4922	7260	61,746
2018/19 TOTAL NOI	4932	2500	6324	5944									19,700
VARIANCE	6085	-500	1360	-502									6,443

MEMO

Date: February 15, 2019

To: HACB Board of Commissioners

From: Larry Guanzon, Deputy Executive Director

Subject: Status Report – “Other Properties”

- Locust Apartments, Chico (10 units, family)
- #29 Evanswood Estates, Oroville (1 unit, family)
- Gridley Springs II, Gridley (24 units, family)
- 2131 Fogg Ave, (1 single family house) Demo

For Locust Apartments and #29 Evanswood Estates, please find the monthly reports provided by the property manager, RSC Associates Inc., following this memo. Please also find Sackett Corporation’s financials for Gridley Springs II.

Locust Apartments, Chico (12 units, Family, Owner: HACB, PM: RSC Assoc.) The property has no vacancies. Please find the RSC monthly owners report.

#29 Evanswood Estates, Oroville (1 unit, Family, Owner: HACB, PM: RSC Assoc.) This unit continues to be occupied.

Gridley Springs II, Gridley (24 units, Family, Owner: HACB, PM: Sackett Corporation) The property currently has zero (0) vacancies. Sacramento-based Sackett Corporation has assumed responsibility for property management, replacing the outgoing CBM Group. Please find the Sackett Corporation’s Owner’s report following.

2131 Fogg Ave, Oroville – (1 unit, Family, Owner: HACB, PM: HACB) This single family “Demo” house is occupied. Tree trimming and removals are scheduled for the first quarter of 2019. The septic system is in the process of be emptied by Roto Rooter and hopefully there will not be any negative findings. This property was submitted to FEMA for consideration as a possible site for placement of FEMA’s Manufactured Housing Units (MHU’s) but at this time it does not look like this will transpire as FEMA has other larger sites in mind.

February 6, 2019

Mr. Ed Mayer, Executive Director
Housing Authority of the County of Butte
2039 Forest Avenue, Suite 10
Chico, CA 95928

RE: 1519 LOCUST STREET APARTMENTS

Dear Ed:

Please find enclosed for your review the following financial information for the month that ended January 31, 2019. This statement is accompanied by the following financial reports for the 1519 Locust Street Apartments.

1. Project Cash Flow and Bank Account Summary, Budget Comparison, General Ledger, Trial Balance and Tenant Rent Roll.
2. 12 Month Income Statement.
3. 2018/2019 Performance Review.
4. Capital Improvement Summary.

1519 Locust Street Apartments ended the month of January with no vacant units as the property had no move-outs or move-ins.

The total rental income for the month of January came to \$7,698.00 which was higher than the budgeted figure of \$6,167.00 by \$1,531.00 due to prepaid rents. Service income totaled \$73.19 which was lower than the budget of \$28.81, due to lower laundry income. This brought the January total income to \$7,771.19 and \$1,502.19 higher than what was budgeted, for the reasons previously mentioned.

Moving on to the monthly expenses, you will see that the renting expenses came to \$15.50 which was less than budget by \$14.50 as the property had lower than expected office supplies expenses. Total administrative expenses were \$605.13, less than budget by \$16.87 with most line items at or below budget. The utility expenses for the month came to \$609.02

Mr. Ed Mayer, Executive Director
Chico, California

February 6, 2019
Page 2

which was \$221.98 under budget as the sewer and water expenses came in lower. There were no apartment turnover expenses for the month. Total maintenance expenses for the month came to \$958.93, which was \$640.07 under budget due to lower maintenance costs. After the monthly insurance cost of \$75.00, the net operating income came to \$5,507.61 which was \$2,995.61 higher than the budget. There were no capital improvement costs for the month. This brought your net project cash flow to \$5,507.61 and better than budget by \$3,995.61.

As you review the Cash Balance Summary on the Cash Flow, you will see that the property ended the month with total cash on hand of \$22,341.64. Of that amount, \$3,000.00 is in the general checking account with \$16,584.64 in the general savings and \$2,757.00 in the financial reserve account. This balance reflects an \$11,000.00 distribution from the general savings account.

Please give me a call if you have any questions regarding the 1519 Locust Street Apartments.

Sincerely yours,

1519 LOCUST STREET APARTMENTS



Richard Gillaspie
Property Manager

RG:ph
Enclosures



February 6, 2019

Mr. Ed Mayer, Executive Director
Housing Authority of the County of Butte
2039 Forest Avenue, Suite 10
Chico, CA 95928

RE: 29 EVANSWOOD CIRCLE, OROVILLE

Dear Ed:

Please find enclosed for your review the following financial information for the month ending January 31, 2019, for 29 Evanswood Circle.

1. Project Cash Flow and Bank Account Summary, Budget Comparison, General Ledger, Trial Balance and Tenant Rent Roll.
2. 12 Month Income Statement.
3. Capital Improvement Summary.

29 Evanswood Circle remained fully occupied for the month of January with no move-outs, move-ins, or tenant notices. The total income for the month was \$950.00 with no unpaid rent.

Moving on to the expenses, the total renting expenses came in at \$7.45 for the month which was over budget by \$2.45. The total administrative expenses were \$240.14, meeting budget. Administrative expenses included \$95.14 for the management fee and \$145.00 in homeowner association dues. Utility expenses for the month were \$59.48, over the budget by \$1.48. The property had no maintenance expenses in January. This brought the net operating income to \$644.35, under budget by \$2.65. There were no capital improvements this month.

As you review the Cash Balance Summary on the bottom of Page 1 of the Cash Flow Statement for December, you will note that the property ended the month with total cash on hand of \$30,068.89. Of that amount, \$29,168.89 is in the general checking account and \$900.00 in the deposit checking account.

Mr. Ed Mayer, Executive Director
Chico, Ca

February 6, 2019
Page 2

Please give me a call if you have any questions regarding the information enclosed or the unit.

Sincerely yours,

29 EVANSWOOD CIRCLE



Richard Gillaspie
Property Manager

RG:ph
Enclosures

Income Statement
HACB GRIDLEY SPRINGS II
As of
January 31, 2019

	***** Current Month *****			***** Year-to-Date *****		
	Actual	Budget	Variance	Actual	Budget	Variance
*** REVENUES ***						
Rent Revenue - Gross Potential						
Apartment Rents	7,959.20	15,806.00	(7,846.80)	52,139.20	63,224.00	(11,084.80)
Tenant Assistance Payments	4,696.00	0.00	4,696.00	7,014.00	0.00	7,014.00
Total Revenue	12,655.20	15,806.00	(3,150.80)	59,153.20	63,224.00	(4,070.80)
Apartment Vacancies	0.00	(316.00)	316.00	(1,956.00)	(1,264.48)	(691.52)
Total Vacancies	0.00	(316.00)	316.00	(1,956.00)	(1,264.48)	(691.52)
NET RENTAL REVENUE	12,655.20	15,490.00	(2,834.80)	57,197.20	61,959.52	(4,762.32)
Interest Income-Other Cash	1.97	0.00	1.97	6.42	0.00	6.42
Interest Income-Sec Deposits	0.26	0.00	0.26	0.86	0.00	0.86
Total Financial Revenue	2.23	0.00	2.23	7.28	0.00	7.28
Misc Tenant Charges/Damages & Cleaning	0.00	125.00	(125.00)	0.00	500.00	(500.00)
NSF and Late Fee Income	0.00	0.00	0.00	0.00	0.00	0.00
Other Income/Application Fee	0.00	42.00	(42.00)	0.00	167.00	(167.00)
Laundry Revenue	57.13	17.00	40.13	368.64	66.00	302.64
Total Other Revenue	57.13	184.00	(126.87)	368.64	733.00	(364.36)
TOTAL REVENUE	12,714.56	15,674.00	(2,959.44)	57,573.12	62,692.52	(5,119.40)
*** EXPENSES ***						
Administrative Expenses						
Advertising and Promotions	0.00	21.00	(21.00)	6.43	83.00	(76.57)
Credit Reports	0.00	0.00	0.00	23.05	0.00	23.05
Telephone/Answering Service	(9.56)	0.00	(9.56)	328.35	0.00	328.35
Postage and Mailing	29.71	0.00	29.71	29.71	0.00	29.71
Administrative Expense/Office Personnel	0.00	0.00	0.00	32.15	0.00	32.15
Office Supplies/Expenses	41.97	292.00	(250.03)	470.35	1,167.00	(696.65)
Management Fee	1,080.00	960.00	120.00	3,105.00	3,840.00	(735.00)
Manager Salaries	1,042.36	1,342.00	(299.64)	4,059.71	5,367.00	(1,307.29)
Education/Registration fees	278.59	0.00	278.59	278.59	0.00	278.59
Legal Expense	0.00	42.00	(42.00)	0.00	167.00	(167.00)
Auditing Fees	0.00	0.00	0.00	0.00	3,500.00	(3,500.00)
Other Administrative Costs	0.00	67.00	(67.00)	0.00	266.00	(266.00)
Total Administrative Expenses	2,463.07	2,724.00	(260.93)	8,333.34	14,390.00	(6,056.66)
Utility Expenses						
Electricity	0.00	250.00	(250.00)	427.96	1,000.00	(572.04)
Water	1,260.87	375.00	885.87	1,923.90	1,500.00	423.90
Gas	42.42	83.00	(40.58)	213.06	333.33	(120.27)
Sewer	0.00	808.00	(808.00)	1,614.57	3,233.33	(1,618.76)
Garbage and Trash Removal	563.74	458.00	105.74	2,012.84	1,833.34	179.50
Total Utility Expenses	1,867.03	1,974.00	(106.97)	6,192.33	7,900.00	(1,707.67)
Operating & Maintenance Expense						
Clean and Repair Apartment	0.00	0.00	0.00	590.00	0.00	590.00
Exterminating Contract	100.00	0.00	100.00	800.00	0.00	800.00
Grounds Contract	0.00	0.00	0.00	2,850.00	0.00	2,850.00
Grounds Maintenance and Supplies	11.69	0.00	11.69	151.69	0.00	151.69
Maintenance Personnel	398.68	1,358.00	(959.32)	2,700.29	5,433.00	(2,732.71)
Repair Materials	1,000.43	2,450.00	(1,449.57)	1,342.30	9,800.00	(8,457.70)
Repair Contract/Vendor Labor	0.00	2,517.00	(2,517.00)	2,830.00	10,066.67	(7,236.67)
Electrical Repair and Supplies	0.00	0.00	0.00	71.47	0.00	71.47
HVAC Repair/Maintenance	0.00	458.00	(458.00)	0.00	1,833.33	(1,833.33)
Appliance Repair and Maintenance	124.05	0.00	124.05	124.05	0.00	124.05
Plumbing Repair and Supplies	0.00	0.00	0.00	7.49	0.00	7.49
Interior Painting and Supplies	45.69	0.00	45.69	1,338.12	0.00	1,338.12
Gas, Oil and Mileage	47.89	0.00	47.89	376.29	0.00	376.29
Total Operating & Maint Expenses	1,728.43	6,783.00	(5,054.57)	13,181.70	27,133.00	(13,951.30)

Income Statement
HACB GRIDLEY SPRINGS II
As of
January 31, 2019

	***** Current Month *****			***** Year-to-Date *****		
	Actual	Budget	Variance	Actual	Budget	Variance
Taxes & Insurance Expenses						
Property Taxes	0.00	0.00	0.00	0.00	0.00	0.00
Payroll Taxes	342.74	318.00	24.74	1,048.42	1,272.67	(224.25)
Property & Liability Insurance	1,540.51	150.00	1,390.51	1,540.51	600.00	940.51
Worker's Compensation	132.23	384.00	(251.77)	487.85	1,534.67	(1,046.82)
Health/Dental Insurance	0.00	686.00	(686.00)	0.00	2,744.00	(2,744.00)
Other Insurance	0.00	8.00	(8.00)	0.00	33.00	(33.00)
Total Taxes & Insurance Expenses	2,015.48	1,546.00	469.48	3,076.78	6,184.34	(3,107.56)
TOTAL EXPENSES	8,074.01	13,027.00	(4,952.99)	30,784.15	55,607.34	(24,823.19)
NET OPERATING INCOME (LOSS)	4,640.55	2,647.00	1,993.55	26,788.97	7,085.18	19,703.79
Interest & Finance Expense						
Mortgage Interest	774.62	0.00	774.62	2,180.32	0.00	2,180.32
Bank Fees	20.00	0.00	20.00	95.00	0.00	95.00
Total Interest & Finance Expense	794.62	0.00	794.62	2,275.32	0.00	2,275.32
OPERATING PROFIT (LOSS)	3,845.93	2,647.00	1,198.93	24,513.65	7,085.18	17,428.47
Replacements						
Roofing/Paving/Exterior Repair	0.00	0.00	0.00	0.00	0.00	0.00
Carpet/Flooring Replacement	0.00	0.00	0.00	1,628.15	0.00	1,628.15
Total Cost of Replacements	0.00	0.00	0.00	1,628.15	0.00	1,628.15
NET CASH FLOW FROM OPERATIONS	3,845.93	2,647.00	1,198.93	22,885.50	7,085.18	15,800.32

Date: 1/1/2019

MEMO

To: Board of Commissions

From: Bow Lee, Special Programs Coordinator

Subject: Family Self-Sufficiency (FSS) Program update for January 2019

Program Statistics for Period Ending	1/1/2019	1/1/2018
Number of participants as of last day of the month	39	42
Number of Orientation Briefings	5	4
Number of signed contracts	2	0
Number of Port-In's	0	0
Number of Port-Out's	0	0
Number of Graduates	0	1
Contract Expired	0	0
Number of Terminations	0	0
Number of Voluntary Exits	1	1
Number of Families on FSS Waiting List	0	0
Number of participants with annual income increases (YTD)	0	8
Number of participants with new employment (YTD)	0	6
Number of participants with escrow accounts	27	28
Number of participants currently escrowing	23	30
Amount disbursed from escrow account	\$0.00	\$0.00
Balance of Escrow Account	\$126,219.23	\$88,948.30

FSS FY 2018 HUD Grant Program Tracking Data

Program Management Questions:	YTD (2019)
PHA mandatory program size (Initial 50)	N/A
PHA voluntary program size (50)	39
Number of FSS participants identified as a person with disabilities	7
Number of FSS participants employed	28
Number of FSS participants enrolled in higher/adult education	5
Number of FSS participants enrolled in school and employed	4
Number of FSS families receiving cash assistance	6
Number of FSS families experiencing a reduction in cash assistance	0
Number of FSS families who have ceased receiving cash assistance	0
How many new FSS escrow accounts were established	0
Number of FSS families moved to non-subsidized housing	0
Number of FSS families moved to home-ownership	0

HACB CoC Programs: A Report to the Board of Commissioners for the Month of February 2019

Grant	Funding Period	Amount Funded	Grantee	Sponsor	Units	Eligibility Criteria	Service Area	2/19 Enrollment	2/19 HAP Assistance	Grant Balance
S+C SEARCH South	10/1/18 - 9/30/19	\$39,360.00	HACB	BCBH	5	Unaccompanied adults, chronically homeless with SMI	Oroville, Chico	2	\$1,220.00	\$32,430.00
SEARCH Samaritan Bonus	7/1/18 - 6/30/19	\$34,992.00	BCBH	BCBH	4	Unaccompanied adults, chronically homeless with SMI	Chico	3	\$1,598.00	\$20,929.00
SEARCH II - SHP	7/1/18 - 6/30/19	\$43,740.00	BCBH	BCBH	5	Unaccompanied adults with serious mental health disability	Chico	3	\$2,110.00	\$21,043.00
SEARCH III- SHP	7/1/18- 6/30/19	\$26,244.00	BCBH	BCBH	3	Unaccompanied adults, homeless with SMI	South County	3	\$1,721.00	\$12,251.00
LINK PHB	7/1/18- 6/30/19	\$26,244.00	BCBH	BCBH	3	Unaccompanied youth, ages 18-24,chronically homeless with SMI	Chico	2	\$1,166.00	\$15,186.00
SEARCH II - PHB	7/1/18- 6/30/19	\$26,244.00	BCBH	BCBH	3	Unaccompanied adults, chronically homeless with SMI	Chico	3	\$1,607.00	\$12,895.00
City of Chico - LGP	7/1/18 - 6/30/19	\$9,000.00	City of Chico	SSA	8	Low-income, referred by supportive service agency	Chico	1	\$1,500.00	\$7,500.00
City of Chico - TBRA	7/1/18 - 6/30/19	\$115,000.00	City of Chico	SSA	35	Low-income, under case management with self-sufficiency plan	Chico	9	\$5,018.00	\$63,211.00
BHHAP/Security Deposit	7/1/18 - 6/30/19	\$2,225.00	City of Chico	SSA	5	Individuals with a mental illness with homelessness eligibility	Butte County	0	\$0.00	\$2,225.00
BHHAP/ASOC	7/1/18 - 6/30/19	\$10,434.00	BCBH	BCBH	10	Individuals with a mental illness with homelessness eligibility	Butte County	2	\$620.00	\$4,536.00
Landing Place	5/1/18 - 4/30/19	\$25,632.00	HACB	YFC	4	Transitional Age Youth with homelessness eligibility	Chico	4	\$1,199.00	\$12,298.00
Totals		\$359,115.00			85			32	\$17,759.00	\$204,504.00

Acronym Legend

*BCBH: Butte County Department of Behavioral Health | *BHHAP: Behavioral Health Housing Assistance Program | *SHP: Supportive Housing Program | *PHB: Permanent Housing Bonus Program
 *TBRA: Tenant Based Rental Assistance | *LGP: Lease Guarantee Program | *SSA: Supportive Service Agency | *SMI: Serious Mental Health Disability

HOUSING AUTHORITY OF THE COUNTY OF BUTTE
CASH AND INVESTMENT REPORT
December 31, 2018

INVESTMENT	MATURITY		COST	MARKET VALUE	NON-FEDERAL FUNDS	HUD PUBLIC HSG	HUD HCV SEC. 8	CA HCD RHCP-GSII	USDA-RD FARM LABOR
	DATE	YIELD							
Umpqua - Operating Account		0.00	887,354.37	887,354.37	887,354.37				
Umpqua - Savings Account		VAR.	2,604,965.86	2,604,965.86	1,141,397.24	200,023.10	1,263,545.52		
Umpqua - Section 8 FSS Escrow		VAR.	125,844.76	125,844.76			125,844.76		
Umpqua - Sec. 125 Cafeteria Plan		0.00	5,312.57	5,312.57	5,312.57				
FNC - Money Market Funds		VAR.	470,218.17	470,218.17	58,278.47	2,939.70	409,000.00		
Rabobank (Security Deposit box location)		0.00	2,674.00	2,674.00	2,674.00				
Petty Cash Accounts		0.00	100.00	100.00	100.00				
Gridley Springs II @ Sackett		0.00	201,057.14	201,057.14				201,057.14	
#29 Evanswood @ RSC		0.00	29,424.54	29,424.54	29,424.54				
Locust St balances @ RSC		0.00	27,759.03	27,759.03	27,759.03				
Park Place Apts @ RSC		0.00	62,318.04	62,318.04	62,318.04				
Lincoln Apts balances @ RSC		0.00	32,178.83	32,178.83	32,178.83				
Kathy Court balances @ RSC		0.00	95,694.14	95,694.14	95,694.14				
Alamont Apts balances @ RSC		0.00	76,993.85	76,993.85	76,993.85				
Evanswood balances @ RSC		0.00	58,525.38	58,525.38	58,525.38				
TOTAL HACB CASH			4,680,420.68	4,680,420.68	2,478,010.46	202,962.80	1,798,390.28	201,057.14	0.00
Bank of New York - Bond Replacement Res (128651)		VAR.	306,794.18	306,794.18	306,794.18				
Bank of New York - Bond Debt Service Res (128650)		VAR.	375,913.82	375,913.82	375,913.82				
Bank of New York - Principal & Interest Acct (128649)		VAR.	57.73	57.73	57.73				
TOTAL HACB BOND RESERVES			682,765.73	682,765.73	682,765.73	0.00	0.00	0.00	0.00
PARS SECTION 115 TRUST			945,141.45	945,141.45	945,141.45				
<i>Comenity Bank Wilmington - MATURED</i>	<i>10/26/2018</i>	<i>1.20</i>	<i>0.00</i>	<i>0.00</i>			<i>0.00</i>		
<i>First National Bank - MATURED</i>	<i>12/14/2018</i>	<i>1.40</i>	<i>0.00</i>	<i>0.00</i>			<i>0.00</i>		
First Financial Bank - DTD 03/15/18	3/15/2019	2.00	190,000.00	190,000.00		90,000.00	100,000.00		
Mountain One Bank - DTD 10/30/17	4/30/2019	1.55	200,000.00	200,000.00	180,000.00	20,000.00			
American Express Fed Svgs - DTD 5/31/2017	5/31/2019	1.65	200,000.00	200,000.00			200,000.00		
Morgan Stanley - DTD 3/8/2018	9/9/2019	2.20	190,000.00	190,000.00		190,000.00			
Oriental Bank - DTD 03/14/18	9/16/2019	2.20	150,000.00	150,000.00			150,000.00		
Midland States Bank - DTD 03/22/18	9/23/2019	2.20	100,000.00	100,000.00		100,000.00			
Barklays Bank - DTD 10/18/17	10/18/2019	1.70	240,000.00	240,000.00		240,000.00			
Evergreen Bank Group - DTD 4/30/2018	10/30/2019	2.30	240,000.00	240,000.00		240,000.00			
United Banker's Bank - DTD 5/11/2018	11/12/2019	2.30	100,000.00	100,000.00			100,000.00		
Discover Bk Greenwood Del - DTD 3/7/2018	3/9/2020	2.40	150,000.00	150,000.00		150,000.00			
University Iowa Cmnty - DTD 9/28/18	9/28/2020	2.90	100,000.00	100,000.00			100,000.00		
Wells Fargo Bk N A Sioux Falls- DTD9/28/18	9/28/2020	2.90	100,000.00	100,000.00			100,000.00		
TOTAL HACB FIXED INVESTMENTS			1,960,000.00	1,960,000.00	180,000.00	1,030,000.00	750,000.00	0.00	0.00
Umpqua FLH Operating Account		0.00	32,825.10	32,825.10					32,825.10
Umpqua FLH Construction Account		VAR.	332,166.57	332,166.57					332,166.57
Umpqua FLH Tax & Insurance		VAR.	17,636.39	17,636.39					17,636.39
Umpqua FLH Reserves Security Deposits		VAR.	290,101.62	290,101.62					290,101.62
Umpqua FLH Security Deposits		VAR.	32,830.38	32,830.38					32,830.38
TOTAL USDA-RD FARM LABOR			705,560.06	705,560.06	0.00	0.00	0.00	0.00	705,560.06
TOTAL HOUSING AUTHORITY INVESTMENTS			8,973,887.92	8,973,887.92	4,285,917.64	1,232,962.80	2,548,390.28	201,057.14	705,560.06

QUARTERLY INVESTMENT REPORT, CONTINUED
December 31, 2018

INVESTMENT	MATURITY DATE	YIELD	COST	MARKET VALUE
1200 Park Avenue, L.P.; 11/23/2004	11/23/2054	4.84	675,000.00	1,149,578.63
Chico Harvest Park, L.P.; 1/29/2013	1/28/2068	2.31	600,000.00	676,450.91
Chico Commons, L.P.; 9/1/2003	08/31/2018	7.00	0.00	0.00
TOTAL for HACB Mortgages & Loans			1,275,000.00	1,826,029.54

* interest compounds to principal June 1st annually
* interest compounds to principal May 1st annually
paid in full

BCAHDC			
Umpqua - BCAHDC Operating Account			335,694.61
Tri-Counties Bank - CD	12/18/2018	0.10	250,125.02
Cordillera Bank Balances @ RSC			14,100.56
Umpqua - Cordillera Reserve & Security Dep. Account			366,005.79
TOTAL for BCAHDC			965,925.98

BANYARD MANAGEMENT	
Umpqua - Banyard General Savings	217,592.41
TOTAL for BANYARD MGT	
217,592.41	

TAX CREDIT PROJECTS			
Walker Commons Oper Acct @ AWI			148,113.49
Walker Commons Petty Cash @ AWI			350.00
Walker Commons Security Deposits @ AWI			22,990.00
Walker Commons Savings Acct @ AWI			2,133.84
Walker Commons Savings Acct (Reserves) @ AWI			125,210.51
Walker Commons - Banner Bank CD: 8/25/2018	8/25/2019	0.40	50,250.31
Walker Commons - Banner Bank CD: 8/25/2018	8/25/2019	0.45	100,000.00
TOTAL for WALKER COMMONS			449,048.15
Chico Commons Checking @ AWI			82,238.40
Chico Commons Petty Cash @ AWI			250.00
Chico Commons Security Deposits @ AWI			42,985.00
Chico Commons Savings (Replacement Reserves)			89,138.42
TOTAL for CHICO COMMONS			214,611.82

1200 Park Ave Operating Account @ AWI	172,334.85
1200 Park Ave Petty Cash @ AWI	250.00
1200 Park Ave Savings Account @ AWI	40,077.80
1201 Park Ave T&I Account @ AWI	12,482.60
1200 Park Ave Security Deposit Acct @ AWI	35,603.00
1200 Park Ave Repl. Reserves @ AWI	293,169.85
TOTAL for 1200 PARK AVENUE	
553,918.10	
Harvest Park Cash @ WINN	321,305.00
TOTAL for HARVEST PARK	
321,305.00	
Gridley Springs I Cash @ Sackett	661,158.00
TOTAL for GRIDLEY SPRINGS I	
661,158.00	

HOUSING AUTHORITY OF THE COUNTY OF BUTTE
RESTRICTED VS. UN-RESTRICTED FUNDS ANALYSIS
December 31, 2018

	a	b	c	=a-b-c		
HACB - Primary Government						
	Total Cash & Current A/R	Restricted Cash	Current Liabilities	12/31/2018 Available Fund Balance	12/31/2017 Available Fund Balance	Notes
Unrestricted HA Owned						
Park Place Apts (Oro)	325,958	237,316	477,993	-389,351	-363,410	<i>P&I and Debt Reserves</i>
Lincoln Apts	499,744	56,808	19,090	423,846	378,670	<i>P&I and Debt Reserves</i>
Kathy Ct Apts	186,434	82,185	306,013	-201,764	-261,745	<i>P&I and Debt Reserves</i>
Alamont Apts	662,660	176,791	64,229	421,640	355,655	<i>P&I and Debt Reserves</i>
Evanswood Estates	424,123	179,434	94,838	149,851	124,578	<i>P&I and Debt Reserves</i>
2000A Bond Total	2,098,919	732,534	962,163	404,222	233,748	
General Fund	2,204,119	784,555	209,977	1,209,587	1,143,459	<i>PARS trust</i>
Continuum of Care	14,425	0	116,038	-101,613	-65,522	<i>pending reconciliation</i>
Demo Housing	617,233	81,984	7,429	527,820	641,681	<i>PARS trust</i>
Locust St Apts	228,456	28,834	8,081	191,541	184,460	
Total Unrestricted HA Owned	5,163,152	1,627,907	1,303,688	2,231,557	2,137,826	93,731
Restricted to Federal and/or State Program						
HCD Gridley Springs II	204,073	108,142	15,937	79,994	67,861	<i>Replacement & Op. Reserves</i>
HUD Public Housing	1,262,668	0	201,200	1,061,468	1,158,497	
USDA Farm Labor Housing	735,619	639,905	95,206	508	15,938	<i>Rep. Reserves/Construction</i>
HUD Section 8 HCV	2,417,034	383,444	105,755	1,927,835	2,067,845	<i>HAP and FSS Escrow</i>
HUD FSS Program (S8)	131,356	0	0	131,356	130,311	<i>included in S8 funds</i>
Total Federal/State Programs	4,750,750	1,131,491	418,098	3,201,161	3,440,452	-239,291
TOTAL HACB PRIMARY GOV'T	9,913,902	2,759,398	1,721,786	5,432,718	5,578,278	-145,560

HACB - Component Units						
	Total Cash & Current A/R	Restricted Cash	Current Liabilities	12/31/2018 Available Fund Balance	12/31/2017 Available Fund Balance	Change
Restricted to Mission Stmt						
BCAHDC						
BCAHDC General Fund	623,865	0	42,545	581,320	533,174	48,146
Cordillera Apartments	391,061	0	12,497	378,564	357,831	20,733
TOTAL BCAHDC	1,014,926	0	55,042	959,884	891,005	
Banyard Management	217,592	0	1,283	216,309	195,888	20,421
1200 Park Avenue, LLC	0	0	0	0	0	

HOUSING AUTHORITY OF THE COUNTY OF BUTTE

RESOLUTION NO. 4728

RESOLUTION OF THE HOUSING AUTHORITY OF THE COUNTY OF BUTTE
APPROVING AMENDED JOINT POWERS AGREEMENT CREATING THE
CALIFORNIA HOUSING WORKERS' COMPENSATION AUTHORITY (CHWCA)

WHEREAS, the Housing Authority of the County of Butte (HACB) is a member of the California Housing Workers' Compensation Authority (CHWCA), a joint powers authority created pursuant to California Government Code Section 6500 et seq. for the purposes of providing workers compensation insurance for its members through joint pooling of self-insured claims or losses as permitted pursuant to California Government Code Section 990.4 and 990.8; and,

WHEREAS, pursuant to Article 16 of the Joint Powers Agreement (Agreement), the Agreement may be amended by a vote of two-thirds of the Members, acting through their governing bodies; and,

WHEREAS, at a regular meeting of the CHWCA Executive Committee on November 15, 2019, the Executive Committee approved the circulation of certain clarifying revisions to the Agreement; and,

WHEREAS, if two thirds of the CHWCA members, through their governing bodies approve the Amended Agreement, the CHWCA Board will confirm approval of the Amended Agreement at its annual meeting held in May 2019; and,

WHEREAS, HACB has reviewed the proposed Amended Joint Powers Agreement and confirms that the revisions are appropriate;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the County of Butte to hereby approve the Amended Joint Powers Agreement creating the California Housing Workers' Compensation Authority (CHWCA), such agreement attached hereto and made a part of this Resolution Number 4728.

Dated: February 21, 2019

AYES:
NOS:
ABSTAIN:
ABSENT:

Kate Anderson, Chair

ATTEST:

Edward S. Mayer, Secretary

**CALIFORNIA HOUSING WORKERS' COMPENSATION AUTHORITY
EXECUTIVE COMMITTEE MEETING**

November 15, 2018

Agenda Item 9.A.

JPA ADMINISTRATION

SUBJECT: Review of the CHWCA JPA Agreement – Ric Burwell, Executive Director

ISSUE:

At its August 2018 meeting, the Executive Committee approved updated Underwriting Guidelines. While this action was initiated largely to meet a requirement for triennial *Accreditation with Excellence* by California Association of Joint Powers Authorities (CAJPA), the Committee agreed with staff's suggested undertaking of a more comprehensive review of the JPA's governing documents. Accordingly, staff and counsel reviewed CHWCA's Joint Powers Agreement, Bylaws, Financial Stability Plan and Underwriting Guidelines and jointly bring forward proposed updates at this time.

Since the governing body's approval process varies throughout the documents, they are being brought forward as separate action items in this agenda.

EXECUTIVE DIRECTOR'S COMMENTS AND OBSERVATIONS:

A thorough review of an agency's governing documents is not a glamorous job, but I strongly believe in its importance. Documents can become stale and sometimes even noncompliant with current laws and regulations. More commonly, amendments or updates to one document do not automatically get replicated in its companions.

Occasionally, the tone and temperament of the agency itself can change over time. Its governing documents, while seeking to preserve its core values, should also reflect the evolution of those values.

With that in mind, below are the objectives staff sought to achieve in this review:

The documents should define, shape and uphold over time the core values and strategic goals of the organization. Simultaneously, they should allow for institutional changes to come about in a reasonable and intentional manner.

The documents should allow and encourage effective, timely and responsive operations of the organization's business, in CHWCA's case, by clear and broad delegation to its Executive Committee.

The documents should be kept congruent with one another.

Language should be clear, concise and direct. Language should be contemporary, inclusive and gender-neutral. As much as possible, language should be unburdened by jargon or overly bureaucratic usage.

**CALIFORNIA HOUSING WORKERS' COMPENSATION AUTHORITY
EXECUTIVE COMMITTEE MEETING**

November 15, 2018

**Agenda Item 9.A.
Page 2**

In particular, language should reflect that CHWCA is not an insurer, but rather a shared-risk pooling of resources and efforts. CHWCA's member agencies are just that: members. They are not just customers; they are also owners and are jointly responsible and accountable to one another. In that sense, the member agencies do not pay *premiums* to a for-profit company; they make *contributions* to their own mutual protection and welfare. This specific distinction in usage – which generated many of the proposed edits – is practical as well as philosophical or symbolic. Many risk-sharing pools seek to remove terminology that closely mirrors insurance, favoring instead language based on the JPA's legal status as a government agency. Under many circumstances, it is more favorable to the JPA that its Memoranda of Coverage and other key documents be interpreted as contracts among equals, not as insurance policies.

I am pleased to report back to the EC that I found CHWCA's governing documents to be robust, well-crafted and closely aligned to the objectives outlined above.

BACKGROUND AND HISTORY:

CHWCA's Joint Powers Agreement was most recently updated in 2005.

The proposed changes to the Agreement are shown in redline format. One proposed change is a revision of the requirement to maintain a quorum throughout the course of a meeting. The other substantive change is to update replace "premium(s)" with "contributions(s)" throughout the document.

Amendment of the JPA Agreement requires a two-thirds approval by the member agencies, acting through their governing bodies.

STAFF RECOMMENDATION:

Staff recommends the Executive Committee recommend to the Board approval of attached updates to the Joint Powers Authority Agreement.

REFERENCE MATERIALS ATTACHED:

A. Draft JPA Agreement Draft (In redline)

**JOINT POWERS AGREEMENT CREATING THE
CALIFORNIA HOUSING WORKERS' COMPENSATION AUTHORITY
(CHWCA)**

This Agreement is executed in the State of California by and among those public housing authorities, housing authorities and redevelopment agencies, or housing commissions, organized and existing under the Constitution of the State of California, which are parties signatory to this Agreement. All such agencies hereinafter called Members, shall be listed in Exhibit A, which shall be attached hereto and made a part hereof.

RECITALS

WHEREAS, Article 1, Chapter 5, Division 7, Title 1 of the California Government Code (§ 6500 et seq.) permits two or more public agencies by Agreement to exercise jointly powers common to the contracting parties; and

WHEREAS, Article 16, § 6 of the California Constitution provides that insurance pooling arrangements under joint exercise of power agreements shall not be considered the giving or lending of credit as prohibited therein; and

WHEREAS, California Government Code § 990.4 provides that a local public entity may self-insure, purchase insurance through an authorized carrier, or purchase insurance through a broker, or any combination of these; and

—WHEREAS, pursuant to California Government Code § 990.6, the cost of insurance provided by a local public entity is a proper charge against the local public entity; and

WHEREAS, California Government Code § 990.8 provides that two or more local entities may, by a joint powers Agreement, provide insurance for any purpose by any one or more of the methods specified in Government Code § 990.4 and such joint pooling of self-insured claims or losses is not considered insurance nor subject to regulation under the Insurance Code; and

WHEREAS, the Member executing this Agreement desires to join with other Members for the purpose of jointly funding a program of workers' compensation coverage;

NOW THEREFORE, the parties agree as follows:

**ARTICLE I
PURPOSES**

This Agreement is entered into by the Members in order that they may jointly develop and fund a self-insurance program for workers' compensation and employers' liability, which provides for the pooling of self-insured claims or losses among the members. Such program may include, but shall not be limited to: the creation of a joint self-insurance fund, the purchase of reinsurance, and/or excess insurance coverage, and the provision of necessary administrative services. Such administrative services may include, but shall not be limited to: risk management consulting, loss prevention and control, centralized loss reporting, actuarial consulting, claims adjusting, and legal defense services.

**ARTICLE 2
PARTIES TO AGREEMENT**

A. Each Member as a party to this Agreement, certifies that it intends to and does contract with all other Members as parties to this Agreement and with such other public housing authorities as may later be added as parties to this Agreement pursuant to provisions in the Bylaws. Each Member also certifies that the removal of any party from this Agreement pursuant to Section P of the Bylaws shall not affect this Agreement or the Member's obligations hereunder.

B. A Member may contract on behalf of and provide coverage to any additional entity from the time that the Member provides the Authority written notice of the named inclusion of such entity and the additional entity is approved by a majority of the Executive Committee. Such additional entities shall not be considered a separate party to this Agreement, shall not affect the Member's representation on the Board of Directors, and shall be part of and represented by the Member for all purposes under this Agreement.

**ARTICLE 3
TERM**

This Agreement shall become effective when executed and returned to this Authority by at least three Members. The Authority shall promptly notify all Members in writing of such effective date. This Agreement shall continue in effect until terminated as provided herein and in the Bylaws.

ARTICLE 4
CREATION OF THE AUTHORITY

Pursuant to the joint powers law, there is hereby created a public entity separate and apart from the parties hereto, to be known as the California Housing Workers' Compensation Authority, with such powers as are hereinafter set forth.

ARTICLE 5
POWERS OF THE AUTHORITY

The Authority shall have all of the powers common to public housing authorities in California and all additional powers set forth in the joint powers law, and is hereby authorized to do all acts necessary for the exercise of said powers. Such powers include, but are not limited to, the following:

- (a) To make and enter into contracts.
- (b) To incur debts, liabilities, and obligations.
- (c) To acquire, hold, or dispose of property, contributions and donations of property, funds, services, and other forms of assistance from persons, firms, corporations, and government entities.
- (d) To sue and be sued in its own name, and to settle any claim against it.
- (e) To receive and use contributions and advances from Members as provided in Government Code § 6504, including contributions or advances of personnel, equipment, or property.
- (f) To invest any money in its treasury that is not required for its immediate necessities, pursuant to Government Code § 6509.5
- (g) To carry out all provisions of this Agreement.

Said powers shall be exercised pursuant to the terms hereof and in the manner provided by law.

ARTICLE 6
BOARD OF DIRECTORS

The Authority shall be governed by the Board of Directors, composed of one representative from each Member. The Board representative shall be the Executive Director or his or her designee. Each Member Executive Director shall also appoint an alternate representative who shall have the authority to attend, participate in, and vote at any meeting of the Board when the representative is absent. The representative and alternate shall be an official or staff person of the Member, and upon termination of

office or employment with the Member, shall automatically terminate membership or alternate membership on the Board.

Any vacancy in a representative or alternate representative position shall be filled by the appointing Member's Executive Director, subject to the provisions of this Section.

A majority of the membership of the Board shall constitute a quorum for the transaction of business. Each member of the Board shall have one vote. Except as otherwise provided in the Bylaws or any other duly executed agreement of the Members, action of the Board shall require the affirmative vote of a majority of the Members present and voting.

At any meeting at which a quorum no longer present, the Board may ~~not continue to transact business take action on any item of business, notwithstanding the withdrawal of enough Members to leave less than a quorum, provided that each action is approved by at least a majority of the number required to constitute a quorum.~~

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ARTICLE 7 POWERS OF BOARD OF DIRECTORS

The Board of Directors shall have the following powers and functions:

1. The Board shall exercise all powers and conduct all business of the Authority, either directly or by delegation to other bodies or persons unless otherwise prohibited by these Bylaws, or any other duly executed agreement of the Members or by law.
2. The Board shall elect an Executive Committee, as provided in Section D of the Bylaws. The Board may delegate to the Executive Committee and the Executive Committee may discharge any powers or duties of the Board.
3. The Board shall have such other powers and duties as are reasonably necessary to carry out the purposes of the Authority.

ARTICLE 8 MINIMUM PARTICIPATION PERIOD

The Member shall participate in the Authority's coverage program for a minimum period of three years. During the initial three year period, this Agreement may be terminated only by the Authority in accordance with the provisions of Section Q of the Bylaws. The minimum three year period shall begin the first date of coverage and expire at the end of three consecutive years.

ARTICLE 9

PREMIUM CONTRIBUTION ASSESSMENTS

If aggregate premium contributions are insufficient to pay losses and administrative expenses for a fiscal year, the Executive Committee may assess and collect premium contribution assessments, in addition to premium contributions, pursuant to Bylaw sections I.2.e (1) and/or (2) J. 2. c and in accordance with Resolution 2003-03—the Financial Stability Plan.

The Member's share of any premium contribution assessment shall bear the same relation to the total premium contribution assessments charged all members as the Member's premium contribution bears to the aggregate premium contributions collected from all Members during that fiscal year.

Any premium contribution assessment shall be due and payable at such time and in such manner as the Executive Committee determines.

The voluntary withdrawal or involuntary expulsion of the Member from the Authority shall not discharge or affect the Member's obligation to pay premium contribution assessments for all coverage periods in which the Member participated.

ARTICLE 10

BYLAWS

A. The Authority shall be governed pursuant to the Bylaws, a copy of which is attached hereto as Exhibit B, and incorporated herein by reference, and by such amendments to the Bylaws as may from time to time be adopted. Wherever in this Agreement "Bylaws" are referred to, said Bylaws shall be those set forth in Exhibit B, as may be amended. Each party to this agreement agrees to comply with and be bound by the provisions of said Bylaws and further agrees that the Authority shall be operated pursuant to the Agreement and said Bylaws.

B. The Bylaws may be amended by two-thirds (2/3) vote of the members of the Executive Committee.

ARTICLE 11

DISPOSITION OF PROPERTY AND FUNDS

A. In the event of the dissolution of the Authority, the complete recession, or other final termination of this Agreement by all public housing authorities then parties hereto, any property interest or surplus that is remaining in the Authority following a discharge of all obligations shall be disposed of as provided for by the Bylaws.

B. "Obligations", as referred to herein, shall include, but are not limited to, all payments required by law, together with all reserves established for the purpose of paying workers' compensation claims and related claim costs, together with any other legal obligations incurred by the Authority pursuant to this Agreement.

C. In the event a Member withdraws from or terminates membership in this Agreement, that Members' interest in the property and funds of the Authority shall be determined as set forth in the Bylaws.

ARTICLE 12 SEVERABILITY

Should any portion, term, condition or provision of this Agreement be decided by a court of competent jurisdiction to be illegal or in conflict with any laws of the State of California, or be otherwise rendered unenforceable or ineffectual, the validity of the remaining portions, terms, conditions and provisions shall not be affected thereby.

ARTICLE 13 LIABILITY AND INDEMNIFICATION

A. Pursuant to the provisions of Section 895, et seq. of the California Government Code, each member (the indemnitor) hereto agrees to defend, indemnify, and hold harmless each other member (the indemnitees) from any liability, claim, or judgment for injury or damages caused by a negligent or wrongful act or omission of an agent, officer and/or employee of a member—the indemnitor which occurs or arises out of performance of this Agreement, provided that, pursuant to Government Code Section 6512.2, Section 895.2 is specifically not applicable to the Members for purposes of this Agreement.

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Comment section.

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B. The tort liability of the Authority, all members of the Board of Directors or Executive Committee appointed thereby, and all officers and employees of the Authority, shall be controlled by the provisions of Division 3.6 of Title I of the California Government Code.

C. The Authority may insure itself to the extent deemed necessary by the Board of Directors against loss, liability, and claims arising out of or connected with this Agreement.

D. The debts, liabilities, and obligations of the Authority do not constitute the debts, liabilities, and/or obligations of any Member.

ARTICLE 14 ENFORCEMENT

The Authority is hereby given the power to enforce this Agreement. In the event suit is brought under this Agreement, the prevailing party shall pay all costs incurred in bringing such action, including reasonable attorney's fees as fixed by the court.

ARTICLE 15

NOTICES

The Authority shall address notices, billings, and other communications to a Member as directed by the Member. Each Member shall provide the Authority with the address to which communications are to be sent. Members shall address notices and other communications to the Authority to the Program Administrator of the Authority at the office address of the Authority as set forth in the Bylaws.

ARTICLE 16

AMENDMENT

This Agreement may be amended at any time by vote of two-thirds of the Members, acting through their governing bodies.

ARTICLE 17

EFFECTIVE DATE OF AMENDMENTS

Any amendment of this Agreement shall become effective upon the Authority receiving notice of the approval of any Amended Agreement by the governing bodies of two-thirds of the Members.

ARTICLE 18

PROHIBITION AGAINST ASSIGNMENT

No Member may assign any right, claim, or interest it may have under this Agreement, and no creditor, assignee, or third party beneficiary of any public housing authorities shall have any right, claim or title to any part, share, interest, fund, [premiumcontribution](#), or asset of the Authority.

ARTICLE 19

FILING WITH SECRETARY OF STATE

The Program Administrator of the Authority shall file a notice of this Agreement with the office of California Secretary of State within 30 days of its effective date, as required by Government Code § 6503.5 and within 70 days of its effective date as required as required by Government Code § ~~54051~~ [53051](#).

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reference

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IN WITNESS WHEREOF, the undersigned party hereto has executed this Agreement on the date indicated below:

Dated:

PUBLIC HOUSING AUTHORITY

By:

(Type Name)

(Housing Authority)

EXHIBIT A

CHWCA MEMBERS

**ALAMEDA CITY HOUSING AUTHORITY
ALAMEDA COUNTY HOUSING AUTHORITY
BENICIA CITY HOUSING AUTHORITY
BUTTE COUNTY HOUSING AUTHORITY
CONTRA COSTA COUNTY HOUSING AUTHORITY
EUREKA CITY/HUMBOLDT COUNTY HOUSING AUTHORITY
FRESNO HOUSING AUTHORITY
KERN COUNTY HOUSING AUTHORITY
KINGS COUNTY HOUSING AUTHORITY
MADERA CITY HOUSING AUTHORITY
MARIN COUNTY HOUSING AUTHORITY
MENDOCINO COUNTY COMMUNITY DEVELOPMENT COMMISSION
MERCED COUNTY HOUSING AUTHORITY
MONTEREY COUNTY HOUSING AUTHORITY
PASO ROBLES CITY HOUSING AUTHORITY
PLUMAS COUNTY COMMUNITY DEVELOPMENT COMMISSION
RIVERBANK CITY HOUSING AUTHORITY
RIVERSIDE COUNTY HOUSING AUTHORITY
SACRAMENTO HOUSING & REDEVELOPMENT AGENCY
SAN BERNARDINO COUNTY HOUSING AUTHORITY
SAN DIEGO HOUSING COMMISSION
SAN JOAQUIN COUNTY HOUSING AUTHORITY
SAN LUIS OBISPO CITY HOUSING AUTHORITY
SAN MATEO COUNTY HOUSING AUTHORITY
SANTA BARBARA CITY HOUSING AUTHORITY
SANTA CLARA COUNTY HOUSING AUTHORITY
STANISLAUS COUNTY HOUSING AUTHORITY
SUTTER COUNTY HOUSING AUTHORITY
TULARE COUNTY HOUSING AUTHORITY
UPLAND CITY HOUSING AUTHORITY
VENTURA AREA HOUSING AUTHORITY
WASCO CITY HOUSING AUTHORITY
YOLO COUNTY HOUSING AUTHORITY**

MEMO

Date: February 15, 2019

To: HACB Board of Commissioners

From: Larry Guanzon, Deputy Executive Director

Subject: HUD Public Housing, Section 8 HCV, Shelter+Care and Other Programs
Household Income Determination - Passbook Savings Rate

This is a routine and annual action.

In the HUD Public Housing, Section 8, and Homeless programs, Annual Income is defined in 24 CFR 5.609(b), which addresses earned and/or imputed income from assets. If a household's asset is valued at more than \$5,000, the household's annual income includes the greater of actual income derived from the asset, or the asset's imputed income, which is based upon the current passbook saving rate, as determined by the HACB.

In accordance with the guidance contained in PIH Notice 2012-29, issued June 21, 2012, each PHA establishes its own passbook rate.

PHAs may establish a passbook rate within 75 basis points (plus or minus .75 percent) of the FDIC Saving National Rate in effect at the time of PHA Passbook Savings Rate determination. The HACB seeks to establish its passbook savings rate on March first of each year, consistent with prior HUD practice. The last HUD approved passbook savings rate, as determined by HUD, was 0.13%, effective March 1, 2012. In March 2013 the HACB Board of Commissioners approved a passbook savings rate of 0.07%. In each of the last four years from 2014 - 2017 the HACB Board approved a passbook savings rate of 0.06% and in 2018 0.07%.

The current published FDIC Saving National Rate, as of February 15, 2019 is 0.09%. Thus the range the HACB may consider falls between 0% and 0.84%. A recent survey of local banks determined the average passbook saving rate to be 0.027% (see survey, following). Consistent with past HUD and agency practice, staff recommends use of the National Savings Rate, because the actual impact of the interest rates at this time are minimal, they remain so low.

Recommendation: motion to set Passbook Savings Rate at .09%, effective March 1, 2019, for purposes of determining participating household income in the HUD Public Housing, Section 8 HCV, and Shelter+Care Permanent Housing and Supportive Housing programs; and other HACB-administered tenant-based rental assistance programs where actual or imputed asset income is considered in calculation of total household income.

Housing Authority of the County of Butte

Survey of Passbook Savings Rates - February 2019

	<u>Date</u>	<u>Rate</u>
Wells Fargo	2/11/2019	0.01%
Bank of America	2/11/2019	0.03%
Tri Counties	2/1/2019	0.03%
Northern Cal. Bank	2/1/2019	0.05%
Umpqua	2/1/2019	0.01%
RaboBank	2/1/2019	0.03%
National Saving Rate (FDIC)	2/15/2019	0.09%
	Average - Local:	0.027%
	Average - Local and National:	0.036%
	Passbook Saving Rate - set by HUD, March 1, 2012:	0.13%
	Passbook Saving Rate - set by HACB - effective March 1, 2013:	0.07%
	Passbook Saving Rate - set by HACB - effective March 1, 2014:	0.06%
	Passbook Saving Rate - set by HACB - effective March 1, 2015:	0.06%
	Passbook Saving Rate - set by HACB - effective March 1, 2016:	0.06%
	Passbook Saving Rate - set by HACB - effective March 1, 2017:	0.06%
	Passbook Saving Rate - set by HACB - effective March 1, 2018:	0.07%
	Proposed Passbook Saving Rate - set by HACB - effective March 1, 2019:	0.09%

February 15, 2019

Memo

To: Board of Commissioners

From: Sue Kemp, Finance Director
Ed Mayer, Executive Director

Subject: Corporate Services Agreement
Banyard Management
Billing Rates and Total Annual Authorization

The Housing Authority of the County of Butte (HACB) contracts with Banyard Management (Banyard) to provide services in support of Banyard's corporate activity (Corporate Services Agreement, November 21, 2013). The Agreement sets out both rates of compensation, and a contract maximum (currently, not-to-exceed \$15,000/year for Basic Services).

HACB seeks to update its billing rates for services (attached), requiring authorization by the HACB Board of Commissioners, and acceptance by Banyard Board of Directors.

HACB seeks to maintain the contract maximum as is.

HACB needs to authorize the change in billing rates, and submit such rates to Banyard for their consideration. It is proposed the new billing rates go into effect as of March 1, 2019.

Per individual, these rates vary from 3% to 8% higher than last year, based upon Step increases and cost of living increases. These rates are based upon actual salary and benefits plus the 2019 HACB overhead rate, currently budgeted at 21.2%.

Recommendation: regarding the Corporate Services Agreement between HACB and Banyard Management, motion to approve updated billing rates for HACB personnel (effective March 1, 2019), authorization to submit such rates to Banyard for consideration, and re-affirmation of the annual contract maximum in the amount of \$15,000.00 for the period extending from October 1, 2018 through September 30, 2019.



HOUSING AUTHORITY of the County of Butte

(530) 895-4474
FAX (530) 895-4469
TDD/TTY (800) 735-2929
(800) 564-2999 Butte County Only
WEBSITE: www.butte-housing.com
2039 Forest Avenue • Chico, CA 95928

HOURLY BILLING RATES

	Current Rates	Proposed Rates *
Executive Director	\$135.00	\$140.00
Deputy Executive Director	\$107.00	\$109.00
Finance Director	\$ 95.00	\$102.00
Admin. Operations Director	\$ 80.00	\$ 86.00
Executive Assistant	\$ 43.00	\$ 46.00
Systems Administrator	\$ 75.00	\$ 78.00

**Proposed Rates to be effective March 1, 2019*



The Housing Authority is an equal opportunity employer and housing provider.



February 15, 2019

Memo

To: Board of Commissioners

From: Sue Kemp, Finance Director
Ed Mayer, Executive Director

Subject: Corporate Services Agreement
Butte County Affordable Housing Development Corporation
Billing Rates and Total Annual Authorization

The Housing Authority of the County of Butte (HACB) contracts with Butte County Affordable Housing Development Corporation (BCAHDC) to provide services in support of BCAHDC's corporate activity (Corporate Services Agreement, November 21, 2013). The Agreement sets out both rates of compensation, and a contract maximum (currently, not-to-exceed \$18,500/year for Basic Services).

HACB seeks to update its billing rates for services (attached), requiring authorization by the HACB Board of Commissioners, and acceptance by BCAHDC Board of Directors.

HACB seeks to maintain the contract maximum as is.

HACB needs to authorize the change in billing rates, and submit such rates to BCAHDC for their consideration. It is proposed the new billing rates go into effect as of March 1, 2019.

Per individual, these rates vary from 3% to 8% higher than last year, based upon Step increases and cost of living increases. These rates are based upon actual salary and benefits plus the 2019 HACB overhead rate, currently budgeted at 21.2%.

Recommendation: regarding the Corporate Services Agreement between HACB and BCAHDC, motion to approve updated billing rates for HACB personnel (effective March 1, 2019), authorization to submit such rates to BCAHDC for consideration, and re-affirmation of the annual contract maximum in the amount of \$18,500.00.



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HOURLY BILLING RATES

	Current Rates	Proposed Rates *
Executive Director	\$135.00	\$140.00
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Finance Director	\$ 95.00	\$102.00
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Executive Assistant	\$ 43.00	\$ 46.00
Systems Administrator	\$ 75.00	\$ 78.00

**Proposed Rates to be effective March 1, 2019*



The Housing Authority is an equal opportunity employer and housing provider.



January 31, 2018

Update to Camp Fire Disaster, Butte County, CA

The community is moving from first responder mode to recovery mode. The fire has long since been extinguished. Work is underway to restore utilities, namely electric power and water service. For the most part, those whose homes survived have been allowed to return. Debris removal is readying to commence imminently.

Significantly, the last of the Red Cross emergency shelters is closing up, numbers served at the Silver Dollar Fairgrounds have been declining at an accelerating pace. The shelter has seen as many as 750 guests, saw a predicted uptick following the holidays (the second “wave”), but now is working with a residual population in the pavilion numbering less than 200 persons.

We are aware that FEMA intends to place from 1,900 to 2,000 MHU’s in the area, but sites are in process and it is expected that it will be months before these units are ready for occupancy. As of January 15th, 275 MHU’s had been placed, and sites secured for an additional 410 MHU’s to be sited in Gridley (350 units) and Yuba City (60 units – an hour away).

It is our understanding that there are only 2-300 households participating in FEMA’s Transitional Shelter Assistance (TSA) program, providing motel vouchers and RV opportunity to qualifying displaced households. The reason for the relatively low number is that the displaced do not want to leave the area; motels were being assigned from Sacramento to Redding, making work, cooking, and routine virtually impossible for households embedded in the area. Interestingly, motel space is still at a premium, as the working professionals that are serving disaster area (utility workers, contractors, environmental consultants, etc.) have soaked up all motel capacity. It is expected that over 300 workers will arrive associated with debris removal, alone.

HUD and FEMA staff have worked diligently in the shelter, participating in the MASTT teams, and in FEMA’s Disaster Recovery Centers (DRC’s). HUD staff in particular are to be commended for taking on the resettlement of some of the County’s most vulnerable households, seniors and disabled with little recourse or resource. HUD staff has principally focused on the Section 8 HCV participants in the shelter, initially estimated at about 20-25 households, as well as those households displaced from the HUD/USDA Multi-family property, Paradise Gardens III. Secondly, HUD staff has helped reach out to the 320 Section 8 households that were displaced. HUD and Housing Authority personnel have been meeting weekly to coordinate their work on behalf of shelter guests, and other mutual concerns.

HUD personnel and the Housing Authority are exploring how development opportunities might be advanced, to deliver badly needed affordable housing stock. The Housing Authority has three (3) multi-family projects, numbering about 200 units, all supported by project-based voucher commitments, “stuck” in the development pipeline for lack of equity. Land is secured, but financial feasibility has challenged.

The Housing Authority retained two temporary personnel to assist with shelter operations. Specifically, a Housing Locator was retained, to seek out and identify housing opportunity in the area, outside the area, in greater California, and in the greater western region. Daily lists of housing availability have been passed on to the Red Cross and MASTT teams to use as a resource in connecting households to a

destination. Additionally, a Housing Coordinator was retained to work in the shelter on behalf of the CoC, helping to coordinate delivery of CoC services to those determined pre-disaster homeless, or those otherwise determined ineligible for FEMA and/or Red Cross benefits.

Butte County contracted with the Yolo Housing Authority to make available 20 units of State-regulated Migrant Housing, such housing to be used until March 31, when returning migrant households need re-occupy the property. To date, we are aware of only three households that have taken advantage of this opportunity; feedback indicates that, again, households are extremely reluctant to leave their community, jobs, friends, networks, etc. to go to an unknown community two hours away.

The CoC is no longer working in the shelter, but is now operating out of the area's homeless shelter, the Torres Community Shelter, Chico. The CoC stepped out of the shelter to give the Red Cross and County, lead agencies in the shelter operation, space to the Red Cross's system for disaster-related case work, which differs from CoC-related case work. The Red Cross is referring households over to the CoC at the Torres Shelter. Attached is a report from the CoC addressing the households served as of January 29th.

The community is reeling in the aftermath of the disaster. We know that 14,000 homes were destroyed, permanently displacing an estimated 35,000 persons (while temporarily displacing 50,000 persons). We suspect that as many as 10-20,000 persons are living in the Chico area, doubled up, in spare bedrooms, RV's, trailers, in every conceivable nook and cranny. The city has documented an average 25% spike in traffic, with a corresponding uptick in accidents. These households are not anxious to go anywhere – their jobs, roots, families, and support networks are all here.

Sadly, this hyper-impacted market will likely take years to unwind. The unwinding will comprise the "third wave" of the disaster – the first wave being the 35,000 permanently displaced, the second wave those finding themselves without recourse after their post-disaster "hospitality" stint, fueled by community good will that diminishes over time. The only way any of these households will get to stay locally is if a new unit is built, or someone else dies or leaves the community – it's a musical chairs dynamic, but not a game. There is nothing to suggest local jurisdictions will "ramp up" housing production in response to the disaster, though there is much "talk". Local employers are struggling with significant numbers of employees displaced and without stable housing; a number of larger local employers have purchased and installed mobile unit complexes for these employees themselves.

Really, we are witnessing the outfall from two disasters. The first, a wildfire; the second, a man-made disaster - a housing delivery system that is so far behind meeting the needs of its citizenry that that our area, region, and state are unable to absorb the displaced, a relatively minor number against the backdrop of millions populating the state.

Finally, we conclude with summary data for our Section 8 HCV program. Of the 320 Section 8 households displaced by the Camp Fire:

Repopulated:	28
Housed in new unit:	9
Port Out:	86
Deceased:	4 (two from Camp Fire, two post Camp Fire)
Voluntary exit:	3
Still searching:	187
Unaccounted for:	3

Of these, we are processing about 5 Requests for Tenancy Approvals (RTA's). We are monitoring our program dynamics closely, as we are extremely concerned by the trajectory and long-term viability of our Section 8 program. The 320 displaced voucher holders represents 15% of the agency's Section 8 capacity. Given the dearth of availability of units locally, it will take some time to re-establish program integrity. The Housing Authority is researching and organizing a package of program waivers for HUD consideration.

Respectfully submitted,

Edward Mayer
Executive Director
Housing Authority of the County of Butte
2019 Forest Avenue
Chico, CA 95928
(530) 895-4474 x 215
edm@butte-housing.com

February 12, 2019

Update to Camp Fire Disaster, Butte County, CA

Debris removal has just begun, evidenced by the 10-ton trucks everywhere, earnestly hauling the remains of 17,000 structures, including 14,000 homes. Its going to take some time, months, if not years, for this process alone, clearing sites, much less the re-building of the community.

In the heat of disaster response, the Town of Paradise authorized residents to move trailers and RV's onto their properties, pending debris removal, only to find out just recently that FEMA does not permit debris removal with occupants in residence on the property. This will result in additional, unanticipated displacements, as the mobile units will have to be moved.

The last Red Cross emergency shelter, operated at the Silver Dollar Fairgrounds in Chico, has effectively closed, with only a handful of households remaining to be placed. The County Department of Employment and Social Services, in partnership with the Red Cross, has taken responsibility for the exiting of these last households, using a locally established services and housing program. In the last several weeks, all non-disaster-related households at the Fairgrounds were relocated to the Torres Shelter, which serves Chico's general homeless population.

We are regularly coming in contact with persons who are now "secondarily" displaced. These are persons and households that have lived with friends or family since the disaster, but who have now exhausted their welcome. They are now looking for their next residential accommodation. We believe there are literally thousands of such households in the Chico and Oroville areas, jockeying for position, seeking a roost where there may well be none.

We have marveled at HUD and FEMA staff who worked so compassionately and diligently in the shelter and at the DRC. Rotating in and out of the area on service shifts, they bravely took on some of the most difficult to house clients, clients with special needs and severe obstacles, in helping clients develop their path to housing. As no local Public Housing was lost, HUD staff focused on settlement of Section 8 HCV participants found at the shelter, initially estimated at about 20-25 households, as well as those households displaced from the HUD/USDA Multi-family property, Paradise Gardens III. Additionally, HUD staff has helped reach out to the 320 Section 8 households that were displaced. HUD and Housing Authority personnel have been meeting weekly to coordinate their work on behalf of shelter guests, and other mutual concerns.

HUD personnel and the Housing Authority are exploring how development opportunities might be advanced, to deliver badly needed affordable housing stock. The Housing Authority has three (3) multi-family projects, numbering about 200 units, all supported by project-based voucher

*Butte County Camp Fire Memo
February 12, 2019*

commitments, “stuck” in the development pipeline for lack of equity. Land is secured, but financial feasibility has challenged.

The Housing Authority retained two temporary personnel to assist with shelter operations. Specifically, a Housing Locator was retained, to seek out and identify housing opportunity in the area, outside the area, in greater California, and in the greater western region. Daily lists of housing availability have been passed on to the Red Cross and MASTT teams to use as a resource in connecting households to a destination. Additionally, a Housing Coordinator was retained to work in the shelter on behalf of the CoC, helping to coordinate delivery of CoC services to those determined pre-disaster homeless, or those otherwise determined ineligible for FEMA and/or Red Cross benefits. The Housing Coordinator has now been released, leaving the Housing Locator to continue identification of housing opportunity in the area, NorCal, the State, and the region. The Continuum of Care is organizing itself for this year’s Point-in-Time homeless count, which should prove an illuminating exercise in shining light on the disaster’s aftermath.

The Housing Authority is housing four (4) disaster-displaced households at its USDA-RD-subsidized Farm Labor Camp in Gridley, and another two (2) disaster-displaced households at one of its LIHTC properties.

As for the several hundred veterans displaced by the disaster, we have seen no referrals to our HUD-VASH program since before the disaster. We believe there may be 50 or more HUD-VASH vouchers available, but local VA staffing issues have precluded *any* VA response.

Finally, we conclude with summary data for our Section 8 HCV program. Of the 320 Section 8 households displaced by the Camp Fire:

Repopulated:	29
Housed in new unit:	11
Port Out:	83 (4 billed, 2 absorbed, 77 looking)
Deceased:	4 (2 from Camp Fire, 2 post Camp Fire)
Voluntary exit:	3
Still searching:	187
Unaccounted for:	3

Of these, we are processing about 5 Requests for Tenancy Approvals (RTA’s). We are monitoring our program dynamics closely, as we are extremely concerned by the trajectory and long-term viability of our Section 8 program. The 320 displaced voucher holders represent 15% of the agency’s Section 8 capacity. Given the dearth of availability of units locally, it will take some time to re-establish program integrity. At our last meeting of our Board of Commissioners, the agency raised its Section 8 Payment Standards by 10% across the board, to 100% of HUD’s FMR, to address current market spiking. This represents a 20% increase from the 2018 Payment

*Butte County Camp Fire Memo
February 12, 2019*

Standards. The good news? We saw an uptick to our Section 8 Utilization Rate; it rose from 79% to 81% in the most recent reporting period. Oh boy, there's hope!

The Housing Authority is researching and organizing a package of Section 8-related program waivers for HUD consideration.

A re-statement: we are witnessing the outfall from two disasters. The first, a wildfire; the second, a man-made disaster - a housing delivery system that is so far behind meeting the needs of its citizenry that that our area, region, and state are unable to absorb the displaced, a relatively minor number against the backdrop of millions populating the state.

Respectfully submitted,

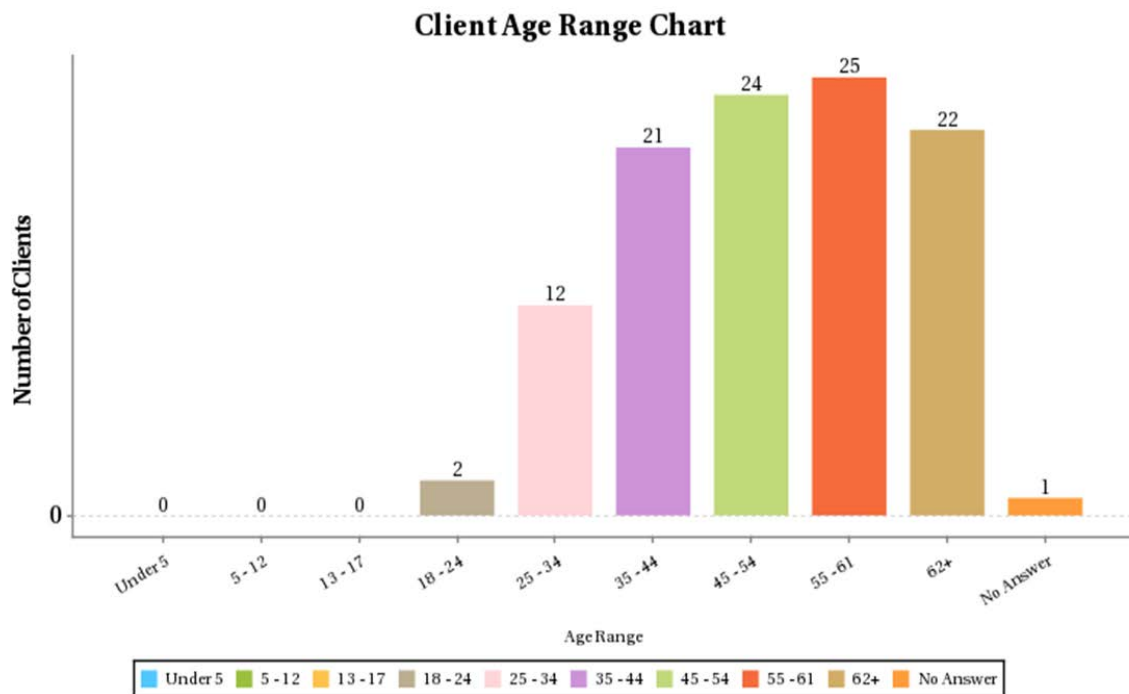
Edward Mayer
Executive Director
Housing Authority of the County of Butte
2019 Forest Avenue
Chico, CA 95928
(530) 895-4474 x 215
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*Butte County Camp Fire Memo
February 12, 2019*

January 29, 2019
 To: CoC Council Members
 From: Jennifer Griggs

As the CoC wraps up work at the Red Cross Silver Dollar Shelter, we wanted to share data from our HMIS system. This is preliminary data from the Campfire Agency that was created and used as part of the MASTT process at the Silver Dollar Fair Ground Shelter. This data was collected with the clients who were/are being served from December 17, 2018 to January 26, 2019 and gave their permission to enter their data into our CoC HMIS.

As Butte County moves into the next phase of recovery we as a CoC organization will continue to assist those in our County who are vulnerable and who need assistance in finding safe housing. By understanding who we have served in the Shelter, it may help our service providers.



Age Range	# of Clients
18 - 24	2
25 - 34	12
35 - 44	21
45 - 54	24
55 - 61	25
62+	22
No Answer	1
Total:	107

Our Mission at the Shelter was to serve those who were not eligible for services by FEMA, Red Cross or other Agencies. This included those who were living in places not meant for habitation prior to November 8, 2018. The table bellows shows the diverse prior living situation of people the CoC worked with during the 6 weeks at the Shelter.

Prior Living Situation (Adults & HoHH)	# of Clients
Place not meant for habitation	21
Emergency Shelter, including hotel/motel paid for with voucher	6
Hospital or other residential non-psychiatric medical facility	1
Jail, prison or juvenile detention center	1
Hotel or motel paid for without emergency shelter voucher	1
Owned by client, no ongoing housing subsidy	7
Rental by client, no ongoing housing subsidy	44
Rental by client, with other housing subsidy (including RRH)	1
Staying or living in a family member's room, apartment or house	7
Staying or living in a friend's room, apartment or house	12
No Answer	6
Total:	107

We acknowledge there were people who were not in the Burn Zone/Fire Area who did arrive at the Silver Dollar Fairgrounds. From what the self-disclosed information given to us, was less than 10% of the people fell into that category. Sadly due to the Fire SHOR, the local Ridge Non=Profit whom provided services to the Ridge, burned down and we were not able to obtain the records of people they were currently servicing and assist with more proof of living situations.

Client income became a critical factor in the CoC's ability to assist individuals with finding housing. This below table shows the breakdown of the 107 clients and their self-reported income for a year.

Individual Income (Adults & HoHH)	# of Clients
\$0	51
\$1 - \$10K	6
\$10K - \$20K	35
\$20K - \$30K	5
\$30K - \$40K	1
No Answer	9
Total:	107

During our wrap up and assisting those who exited, as of January 29, 2019 here are our exit results from the 107 clients.

Discharge Destination	# of Clients
Emergency Shelter, including hotel or motel paid for with voucher	12
Owned by client, no ongoing housing subsidy	1
Place not meant for habitation	7
Rental by client, no ongoing housing subsidy	7
Staying or living with family, permanent tenure	2
Staying or living with friends, permanent tenure	2
Other	6
No exit interview completed	1
Total:	38
Total discharged to permanent housing:	12

During this last week of January 2019 we are continuing to work with clients to ensure they find a secure place to reside once the shelter closes.

Additional data will be available next week.

January 11, 2019

MEMO

To: HACB Board of Commissioners

From: Sue Kemp, Finance Director

Subject: Unfunded Pension Liability Trust Account

The HACB has a CalPERS Unfunded Pension Liability (UPL) of \$3.3 million. In order to stabilize future Unfunded Actuarial Liability (UAL) Payments, an Actuarial Study was conducted to illustrate various scenarios using a Section 115 Trust as an investment vehicle to increase earnings to meet fluctuating annual UAL Payments. The Board approved the PARS Section 115 Trust account to be seeded with a \$2 million deposit to meet a pay down amortization period of sixteen (16) years.

To date, \$1 million was deposited on August 12, 2018. At Board direction received at the last meeting, and additional \$500,000 was deposited this month. The Board indicated that the final \$500,000 deposit should be made sometime after the conclusion of the government shutdown, as the shutdown was bringing volatility to the markets.

HACB staff seeks guidance regarding the timing of the final \$500,000 deposit. This month presents opportunity for an action item, directing deposit of the funds.

Recommendation: Motion to proceed with the final \$500,000 deposit into the PARS Trust, such deposit to be made from Section 8 Administrative Fee Reserves.

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Register for the Washington Conference!

Welcome to the first of our three CONNECT events for 2019! As housers and community builders, it is vital that we continue to collaborate with our residents, business partners, and fellow practitioners and also forge new partnerships as opportunities arise. This inaugural CONNECT conference brings our purpose as affordable housing and community development practitioners to our elected officials in Washington, D.C.

As the country begins to recover from the extended government shutdown, there's no better time to storm Capitol Hill and let your legislators know how vital your work is to your communities. Join us for the latest news and updates from HUD, the White House and the Hill; advocacy how-tos; and of course for our critical Capitol Hill Day, when you and hundreds of your colleagues educate your members of Congress on the vital roles that housing and community development programs play in their districts. We'll also be honoring the grand prize winner of our 2019 Housing America calendar contest! There will also be a session for agencies interested in the Moving to Work demonstration program.

The 2019 Washington Conference: CONNECT to Purpose will be held from April 7-9 at the [Crystal Gateway Marriott Hotel](#) in Arlington, VA, just minutes outside downtown Washington, D.C. [Register](#) now and take advantage of our special early-bird rate!

For more information/to register, visit: www.nahro.org/washingtonconference

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