

HOUSING AUTHORITY OF THE COUNTY OF BUTTE (HACB)

Board of Commissioners Meeting

2039 Forest Avenue
Chico, California 95928

MEETING AGENDA

August 15, 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. 4745

ITEMS OF BUSINESS

1. ROLL CALL
2. AGENDA AMENDMENTS
3. CONSENT CALENDAR
 - 3.1 Minutes for the meeting of July 18, 2019
 - 3.2 Checks written for:
 - 3.2.1 Accounts Payable (General) – \$614,808.35
 - 3.2.2 Accounts Payable (FLH) – \$101,897.39
 - 3.2.3 Landlords – \$1,134,670.24
 - 3.2.4 Payroll – \$128,044.84
 - 3.3 Financial Statements
 - 3.4 Section 8 Housing Choice Voucher Program
 - 3.5 Property Vacancy Report
 - 3.6 Public Housing
 - 3.7 Construction Projects
 - 3.8 Capital Fund Improvement Projects
 - 3.9 Farm Labor Housing Report
 - 3.9.1 Mi C.A.S.A. Progress Report 2019

- 3.10 Bond Properties
- 3.11 Other Properties
- 3.12 Family Self Sufficiency
- 3.13 Rental Assistance Programs
- 3.14 Quarterly Investment Reports/Reserves Analysis
- 4. CORRESPONDENCE
- 5. REPORTS FROM EXECUTIVE DIRECTOR
 - 5.1 Family Self-Sufficiency (FSS) Graduate – Recognition of FSS Graduate John Herrald.
 Recommendation: Resolution No. 4745
 - 5.2 Family Self-Sufficiency (FSS) Graduate – Recognition of FSS Graduate Christopher Tarvin.
 Recommendation: Resolution No. 4746
 - 5.3 Strategic Asset Plan – Asset Repositioning Study.
 Recommendation: Information/Discussion
 - 5.4 HACB Multifamily Housing Revenue Bonds (Affordable Housing Pool) Series 2000A – Bond Inducement.
 Recommendation: Resolution No. 4747
 - 5.5 HACB Multifamily Housing Revenue Bonds (Affordable Housing Pool) Series 2000A – Bridge Loan.
 Recommendation: Resolution No. 4748
 - 5.6 Utility Allowances – Annual Adoptions of Utility Allowances for Public Housing, Section 8 and other HACB-owned Properties.
 Recommendation: Motion
 - 5.7 Property Insurance – Recommended Insurance Valuations.
 Recommendation: Discussion/Motion
 - 5.8 Camp Fire Disaster – Update.
 Recommendation: Information
- 6. MEETING OPEN FOR PUBLIC DISCUSSION

7. MATTERS CONTINUED FOR DISCUSSION
 - 7.1 Letter to Assemblyman Gallagher: City of Chico Infrastructure Funding
8. SPECIAL REPORTS
9. REPORTS FROM COMMISSIONERS
10. MATTERS INITIATED BY COMMISSIONERS
11. EXECUTIVE SESSION
 - 11.1 Government Code 54957: Public Employee Performance Evaluation – Executive Director Evaluation.
12. COMMISSIONERS’ CALENDAR
 - **Next Meeting – September 19, 2019**
 - **2018 NAHRO National Conference and Exhibition, San Antonio, TX – October 10-12, 2019**
13. ADJOURNMENT

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

MEETING MINUTES OF July 18, 2019

Chair Moravec called the meeting of the Housing Authority of the County of Butte to order at 2:09 p.m.

1. ROLL CALL

Present for the Commissioners: Kate Anderson, Larry Hamman, Anne Jones, Laura Moravec, David Pittman, and Heather Schlaff.

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

2. AGENDA AMENDMENTS

Request from Executive Director Mayer were made to the Board of Commissioners regarding a change in order of items from Reports from Executive Director. First request was to add an agenda Item 5.8, as a last minute request from Assemblyman Gallagher's office came to his desk regarding a letter of support in the matter of Infrastructure Funding in the City of Chico. Commissioner Anderson moved motion to add Item 5.8 to the July agenda, Commissioner Jones seconded. The vote in favor was unanimous. Additional request to move Items 5.6 and 5.7 to the beginning of the agenda were made, as they both involve presentations by third parties; the Board of commissioners was in favor of moving the two suggested items to the beginning of the agenda.

3. CONSENT CALENDAR

A revised report regarding Item 3.4, Section 8 Housing Choice Voucher, was distributed to the Board of Commissioners. The update consisted of a change in the HAP accrual basis.

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

4. CORRESPONDENCE

None.

5. REPORTS FROM EXECUTIVE DIRECTOR

- 5.7 Continuum of Care (CoC) – Continuum of Care Coordinator, Jennifer Griggs gave a summary presentation to the Board of Commissioners regarding the role and activities of the Butte Countywide Homeless CoC.
- 5.6 Strategic Asset Plan – Consultant Brawner & Company completed its analysis of the HACB’s non-HUD/non-USDA properties and provided the agency with a draft Strategic Portfolio Review: Asset Repositioning Study. Jim Brawner, Principal, and Zak de Gorgue, Development Manager, attended the meeting by conference call. Their analysis provides perspectives and directions as to what the HACB can do to optimize portfolio opportunities, regarding re-finance, leveraging, renovation, and feasibility concerns. The consultants gave a brief overview of their thoughts and approaches for repositioning HACB’s affordable housing assets. Their draft Study was provided to the Board; it will be discussed further at the August meeting, with both Jim and Zak personally attending.
- 5.1 2020 Bonds Budget - The proposed Bond Project(s) budget were prepared in conjunction with RSC, in addition to being reviewed by the Budget Committee. The operating budget is due to the Bond Trustee on July 31st. RSC continues to manage all five (5) of the HACB-owned bond-financed properties. In general, RSC tends to budget high – property performance often comes in under budget. Due to the anticipated reduction in principal paid (loss of Kathy Court Apartments in the Camp Fire), the trustee will re-amortize the Bond balance, with the debt service will changing for FY2020. The properties are operating well in excess of the bond indenture’s required debt service coverage ratio, despite the loss of Kathy Court.

RESOLUTION NO. 4743

Commissioner Anderson moved that Resolution No. 4743 be adopted by reading of title only: “APPROVAL OF FISCAL YEAR 2020 BUDGET FOR THE HOUSING AUTHORITY SERIES 2000A BOND PROGRAM.” Commissioner Pittman seconded. The vote in favor was unanimous.

- 5.2 Gridley Springs II Apartments Budget – Fiscal Year 2020 Gridley Springs II proposed budget was presented to the Board of Commissioners for review and approval, with a minor update, reflective of a positive cash flow. The proposed budget was prepared by Sackett Corporation, the management agent for the property, in coordination with HACB management, and has been reviewed by the Budget Committee. The budget will be sent to CA Department of Housing and Community Development (HCD) for review and approval, with the final budget will be presented to the Board of Commissioners again with the Consolidated Budget, during the September Board of Commissioners meeting.

*Housing Authority of the County of Butte
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RESOLUTION NO. 4744

Commissioner Pitman moved that Resolution No. 4744 be adopted by reading of title only: “APPROVAL OF THE F/Y 2020 OPERATING BUDGET FOR GRIDLEY SPRINGS II APARTMENTS, 200 FORD AVENUE, GRIDLEY”. Commissioner Anderson seconded. The vote in favor was unanimous.

- 5.3 HACB Audit – The audited financial statements of the Housing Authority of the County of Butte (HACB), for the fiscal year ended September 30, 2018, including its component units Butte County Affordable Housing Development Corporation (BCAHDC) and Barnyard Management, were presented for acceptance. Once again, despite the comprehensiveness and complexity of the data shared with the auditor, there were no questions, observations, or findings. Executive Director Mayer recognized the monumental amount of work that goes into the audit yearly, and appreciated that the auditors take a close look at compliance and other matters, not just financials.

MOTION

Commissioner Jones moved to accept the 2017-18 HACB Audit as presented. Commissioner Hamman seconded. The vote in favor was unanimous.

- 5.4 HACB Hours of Operation – A staff request to modify hours of operation where the HACB is open to the public is made due to lack of administrative capacity in addressing Camp Fire Disaster-related work flow, particularly in the Section 8 Department. HACB is currently open to the public 36 hours a week: Monday – Thursday, 9:00 a.m. to 5:00 p.m. and Friday, 9:00 a.m. to noon. The requested change would be to be open 32 hours a week: Monday – Thursday, 9:00 a.m. to 4:00 p.m. and remain the same on Friday 9:00 to noon. The shortened hours would only be temporary, anticipated to last until 12/31/2019. This disaster-related action item will give HACB personnel uninterrupted administrative hours to address the significant volume of Section 8 applications and admissions, efforts to re-constitute the Section 8 program.

MOTION

Commissioner Schlaff moved to authorize change in HACB hours open to public. Commissioner Jones seconded. The vote in favor was unanimous.

- 5.5 Camp Fire Disaster – The Board was provided with the latest written update that is sent to HUD on a weekly basis. The update addressed various post-Camp Fire disaster subjects as well as current Section 8 program dynamics.

- 5.8 Request from Assemblyman Gallagher’s Office Letter of Support – Assemblyman Gallagher’s office requested a letter of support for a bill to provide Infrastructure Funding in the City of Chico. The Board of Commissioners unanimously expressed their support, given that the proposed improvements to the Bruce Road Corridor will facilitate the development of severely needed housing stock for the community. A motion was made by Commissioner Pittman, seconded by Commissioner Schlaff, and enthusiastically approved by all, directing Executive Director Mayer to write the letter of support for the proposed legislation.

6. MEETING OPEN FOR PUBLIC DISCUSSION

None.

7. MATTERS CONTINUED FOR DISCUSSION

None.

8. SPECIAL REPORTS

None.

9. REPORTS FROM COMMISSIONERS

None.

10. MATTERS INITIATED BY COMMISSIONERS

- 10.1 HACB Property Tour – The property tour took place June 26, 2019. Commissioners Jones, Pittman and Schlaff; as well as four HACB employees, participated. Commissioner Jones complimented the properties as nice and approachable, not run-down. Commissioner Anderson added that the HACB has done extremely well in maintaining the properties. Commissioner Pittman suggested an annual property tour as a public relations program, with invitations extended to the media, community stakeholders, and elected officials.

- 10.2 Commissioner Anderson informed the Board of extraordinary funding sources coming to Butte County, via the county and state; in the amount of \$491 million in federal Community Development Block Grant Disaster Recovery (CDBG-DR) monies. She encouraged the HACB to not miss out on access to and use of these funds targeting Disaster response.

11. EXECUTIVE SESSION

None.

12. COMMISSIONERS' CALENDAR

- **Next regular meeting – August 15, 2019**

13. ADJOURNMENT

Commissioner Anderson moved that the meeting be adjourned. Commissioner Jones seconded. The meeting was adjourned at 4:25 p.m.

Dated: July 18, 2019.

Laura Moravec, 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
7/1/2019	151133	Void / Biggs Municipal Utilities	\$0.00
7/1/2019	151134	CALIF. WTR. SER. ORO	\$70.00
7/1/2019	151135	CALIFORNIA WATER SERVICE	\$48.00
7/1/2019	151136	Gridley Municipal Utilities	\$66.00
7/1/2019	151137	P G & E	\$567.00
7/3/2019	1604	Internal Revenue Service	\$21,450.47
7/3/2019	1605	Employment Development Department	\$3,997.00
7/3/2019	1606	Employment Development Department	\$162.03
7/3/2019	1607	MassMutual Financial Group	\$2,655.00
7/3/2019	1608	CalPERS	\$10,739.11
7/3/2019	1609	CalPERS	\$2,543.71
7/3/2019	151139	Adecco Employment Services	\$3,580.50
7/3/2019	151140	Benefit Resource, Inc.	\$125.00
7/3/2019	151141	CALIFORNIA WATER SERVICE	\$301.26
7/3/2019	151142	Douglas Hallihan De Soto	\$444.29
7/3/2019	151143	ESPLANADE OFFICE	\$246.67
7/3/2019	151144	MAINTENANCE PLUS	\$293.52
7/3/2019	151145	North State Pest Management (dba)	\$500.00
7/3/2019	151146	OFFICE DEPOT INC	\$56.09
7/3/2019	151147	P G & E	\$6,112.01
7/3/2019	151148	Trites Backflow Services, Inc.	\$40.00
7/12/2019	1610	Internal Revenue Service	\$4,512.73
7/12/2019	1611	Employment Development Department	\$1,195.16
7/12/2019	1612	MassMutual Financial Group	\$85.00
7/12/2019	151152	Access Information Holdings, LLC.	\$63.11
7/12/2019	151153	Advanced Document	\$288.50
7/12/2019	151154	American Bankers Ins. Co. of FL	\$89,896.00
7/12/2019	151155	Biggs Municipal Utilities	\$7.14
7/12/2019	151156	CAHA	\$1,100.00
7/12/2019	151157	CALIFORNIA WATER SERVICE	\$25.92
7/12/2019	151158	COMCAST CABLE	\$322.62
7/12/2019	151159	CULLIGAN	\$229.25
7/12/2019	151160	Clean Master	\$1,604.00
7/12/2019	151161	Cypress Dental Administrators	\$3,565.74
7/12/2019	151162	E Center	\$158.06
7/12/2019	151163	Golden State Risk Management Authority	\$31,195.00
7/12/2019	151164	HD Supply Facilities Maintenance, Ltd.	\$1,600.86
7/12/2019	151165	Harshwal & Company, LLP	\$23,680.00
7/12/2019	151166	Illustratus	\$341.52
7/12/2019	151167	Javier Pinedo	\$363.00
7/12/2019	151168	LOWE'S	\$46.13
7/12/2019	151169	MACS HARDWARE	\$192.12
7/12/2019	151170	MES VISION	\$641.60
7/12/2019	151171	MRI Software LLC	\$1,449.00
7/12/2019	151172	OFFICE DEPOT INC	\$461.06
7/12/2019	151173	P G & E	\$181.03
7/12/2019	151174	S.E.C. 5 Private Security dba	\$3,294.00
7/12/2019	151175	SPRINT	\$65.65
7/12/2019	151176	Sandra Taylor	\$6.07

7/12/2019	151177	Scrubbs, Inc.	\$47.90
7/12/2019	151178	Sharon Furniture, Inc	\$889.58
7/12/2019	151179	Staples Business Credit	\$1,267.95
7/12/2019	151180	The Home Depot Credit Services	\$5,976.63
7/12/2019	151181	Thermalito Irrigation	\$624.50
7/12/2019	151182	US Bank	\$407.56
7/12/2019	151183	United States Postal Service (CMRS-FP)	\$2,500.00
7/12/2019	151184	Unum Life Insurance Company	\$409.98
7/12/2019	151185	Unum Life Insurance Company	\$570.88
7/12/2019	151186	Valero Marketing & Supply	\$544.22
7/19/2019	1613	Internal Revenue Service	\$20,569.96
7/19/2019	1614	Employment Development Department	\$3,877.48
7/19/2019	1615	Employment Development Department	\$74.43
7/19/2019	1616	MassMutual Financial Group	\$2,520.00
7/19/2019	1617	CalPERS	\$2,678.79
7/19/2019	1618	CalPERS	\$11,426.90
7/19/2019	151188	AT&T	\$199.19
7/19/2019	151189	Adams Ashby Group, LLC.	\$427.50
7/19/2019	151190	Adecco Employment Services	\$2,436.23
7/19/2019	151191	Awards Company	\$197.86
7/19/2019	151192	CALIF. WTR. SER. ORO	\$3,512.01
7/19/2019	151193	Chico Autocare	\$110.89
7/19/2019	151194	Christopher L Tarvin	\$2,873.45
7/19/2019	151195	Climate & Energy Solutions	\$75.00
7/19/2019	151196	Creative Composition, Inc.	\$20.00
7/19/2019	151197	Jiffy Lube, Inc.	\$74.79
7/19/2019	151198	LES SCHWAB TIRES	\$172.20
7/19/2019	151199	NOR CAL LANDSCAPE MAINTENANCE	\$13,324.00
7/19/2019	151200	North State Pest Management (dba)	\$400.00
7/19/2019	151201	OPER. ENG. LOCAL #3	\$840.00
7/19/2019	151202	P G & E	\$996.72
7/19/2019	151203	Plan B Professional Answering Services	\$107.50
7/19/2019	151204	RECOLOGY BUTTE COLUSA COUNTIES, INC	\$4,024.68
7/19/2019	151205	RUSH PERSONNEL SERVICE, INC	\$651.30
7/19/2019	151206	The Bank of New York Mellon Trust Co NA	\$2,750.00
7/19/2019	151207	Vista Net, Inc.	\$4,010.00
7/19/2019	151208	WASTE MANAGEMENT	\$4,212.85
7/19/2019	151209	Anne B. Jones	\$50.00
7/19/2019	151210	David Pittman	\$50.00
7/19/2019	151211	Heather M. Schlaff	\$50.00
7/19/2019	151212	Larry Hamman	\$50.00
7/19/2019	151213	Larry Hamman	\$34.80
7/19/2019	151214	Laura Moravec	\$50.00
7/26/2019	1619	CalPERS	\$280,255.00
7/26/2019	1620	CalPERS	\$1,360.00
7/26/2019	151215	Adecco Employment Services	\$2,930.31
7/26/2019	151216	Advanced Document	\$355.68
7/26/2019	151217	Boryana Bumbalova	\$333.18
7/26/2019	151218	CITY OF CHICO (22332)	\$429.29
7/26/2019	151219	COMCAST CABLE	\$153.08
7/26/2019	151220	Chico Turf Plus, LLC	\$80.00
7/26/2019	151221	Gridley Municipal Utilities	\$1,076.70
7/26/2019	151222	InterWest Insurance Services, LLC	\$650.00
7/26/2019	151223	Larry Guanzon	\$85.29
7/26/2019	151224	MAINTENANCE PLUS	\$120.00

7/26/2019	151225	Management Resource Group, Inc.	\$3,000.00
7/26/2019	151226	North State Pest Management (dba)	\$500.00
7/26/2019	151227	North Valley Tree Service dba	\$4,590.00
7/26/2019	151228	P G & E	\$61.75
7/26/2019	151229	THRIFTY ROOTER-SERVICE & PLUMBING	\$190.00
7/26/2019	151230	TIAA COMMERCIAL FINANCE, INC	\$143.72
7/26/2019	151231	TPx Communications	\$795.38
7/26/2019	151232	Verizon Wireless	\$1,043.31
		Total	\$614,808.35

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

Payment Date	Payment Number	Remit to Vendor	Total Check Amt
7/3/2019	1658	Climate & Energy Solutions	\$935.00
7/12/2019	1659	P G & E	\$13.69
7/26/2019	1660	HACB	\$99,562.05
7/26/2019	1661	Maria Godinez	\$497.52
7/26/2019	1662	P G & E	\$63.53
7/26/2019	1663	RUSH PERSONNEL SERVICE, INC	\$825.60
		Total	\$101,897.39

HOUSING AUTHORITY of the COUNTY of BUTTE
CONSOLIDATED INCOME STATEMENT
October 1, 2018 to June 30, 2019

	Month to Date			Year to Date			75.0%
	Actual	Budget	Remaining	Actual	Budget	Remaining	% used
REVENUE							
NET DWELLING RENT	263,182	266,809	3,627	2,325,243	3,201,711	876,468	72.6%
TENANT CHARGES	9,251	5,068	-4,184	90,112	60,810	-29,302	148.2%
LAUNDRY REVENUE	2,741	2,682	-59	23,992	32,184	8,192	74.5%
HUD GRANT REVENUE	1,012,146	1,353,856	341,710	11,174,046	16,246,274	5,072,228	68.8%
OTHER GRANT REVENUE	29,586	27,500	-2,086	266,268	330,000	63,732	80.7%
MORTGAGE INTEREST INCOME	6,062	5,741	-321	47,645	68,894	21,249	69.2%
FRAUD RECOVERY	3,515	7,500	3,985	37,330	90,000	52,670	41.5%
OTHER INCOME ³	78,120	56,829	-21,292	588,433	681,943	93,510	86.3%
INVESTMENT INCOME-unrestricted	4,242	2,859	-1,384	39,373	34,306	-5,067	114.8%
INVESTMENT INCOME-restricted	1,488	676	-812	12,720	8,110	-4,610	156.8%
TOTAL REVENUE	1,410,334	1,729,519	319,185	14,605,162	20,754,232	6,149,070	70.4%
EXPENSES							
ADMIN. EMPLOYEE SALARIES	153,006	153,487	481	1,433,362	1,841,842	408,480	77.8%
AUDIT FEE	22,782	2,695	-20,088	29,782	32,334	2,552	92.1%
ADVERTISING & MARKETING	335	937	602	5,356	11,240	5,884	47.7%
PR TAXES & BENEFITS-ADMIN	71,667	77,908	6,241	682,243	934,899	252,656	73.0%
OFFICE EXPENSES	31,940	23,674	-8,265	212,695	284,091	71,396	74.9%
LEGAL EXPENSES	1,440	1,517	76	10,870	18,200	7,330	59.7%
TRAVEL	1,196	2,310	1,114	14,875	27,725	12,850	53.7%
ALLOCATED OVERHEAD	-600	0	600	-600	0	600	0.0%
OTHER ADMIN. EXPENSE	24,745	23,762	-984	226,475	285,140	58,665	79.4%
TOTAL ADMIN. COSTS	306,511	286,289	-20,222	2,615,059	3,435,471	820,412	76.1%
TENANT SERVICES-SALARIES	3,826	3,875	49	35,776	46,500	10,724	76.9%
RELOCATION COSTS	0	0	0	0	0	0	0.0%
EMP. BENEFITS-TENANT SVCS	1,153	1,940	787	10,513	23,275	12,762	45.2%
TENANT SERVICES-MISC.	5,611	2,920	-2,690	24,159	35,045	10,886	68.9%
TOTAL TENANT SERVICES	10,590	8,735	-1,855	70,449	104,820	34,371	67.2%
WATER	11,304	14,430	3,126	97,025	173,161	76,136	56.0%
ELECTRICITY	9,922	9,030	-892	66,367	108,361	41,994	61.2%
GAS	905	1,604	699	10,690	19,248	8,558	55.5%
SEWER	12,426	15,126	2,700	120,808	181,514	60,705	66.6%
TOTAL UTILITIES-PROJECT	34,557	40,190	5,633	294,891	482,283	187,393	61.1%
MAINT. SALARIES	24,792	25,750	958	220,628	309,000	88,372	71.4%
MAINTENANCE MATERIAL	12,873	12,006	-867	120,656	144,074	23,418	83.7%
MAINT. CONTRACT COSTS	62,022	74,856	12,834	556,631	898,275	341,644	62.0%
PR TAXES & BENEFITS-MAINT	14,599	18,573	3,973	117,273	222,873	105,600	52.6%
TOTAL MAINTENANCE	114,287	131,185	16,898	1,015,188	1,574,222	559,034	64.5%
PROTECTIVE SERVICES	3,684	5,167	1,483	35,976	62,000	26,024	58.0%
INSURANCE-ALL	20,284	20,724	440	182,277	248,693	66,416	73.3%
OTHER GENERAL EXP	8,355	4,167	-4,188	57,352	50,000	-7,352	114.7%
P.I.L.O.T.	9,344	8,883	-461	96,508	106,600	10,092	90.5%
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	18,058	22,224	4,167	161,973	266,691	104,718	60.7%
TOTAL OTHER OPERATING EXP.	59,725	67,148	7,424	534,085	805,781	271,695	66.3%
EXTRAORDINARY MAINT.	0	0	0	0	0	0	0.0%
CASUALTY LOSSES	0	0	0	0	0	0	0.0%
HOUSING ASSIST PAYMENTS	1,032,580	1,088,218	55,639	8,903,826	13,058,620	4,154,794	68.2%
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	1,032,580	1,091,968	59,389	8,903,826	13,103,620	4,199,794	67.9%
TOTAL EXPENSES	1,558,249	1,625,516	67,267	13,433,498	19,506,197	6,072,699	68.9%
RETAINED EARNINGS (- Deprec.) 1	-147,915	104,003	251,918	1,171,664	1,248,035	76,371	93.9%
+ PRINCIPAL/REPL. RESERVE ²	23,183	4,133	-19,050	38,810	49,600	10,790	78.2%
- DEBT SERVICE PMTS (Bonds & USDA)	-17,111	-25,443	-8,331	-304,002	-305,312	-1,310	99.6%
+/- GAIN/LOSS on PARS TRUST ACCT	76,525	0	0	87,388	0	-87,388	0.0%
- CAPITALIZED ASSETS	-26,331	-58,571	-32,240	-352,964	-702,846	-349,882	50.2%
+/- RESERVES DEPOSITS/ACCR. INTEREST	21,343	-11,831	-33,174	-83,651	-141,973	-58,321	58.9%
NET CASH FLOW	-70,306	12,292	159,123	557,244	147,504	-409,740	377.8%

1 Retained Earnings less Depreciation on Balance Sheet = -\$31,445
2 Loan Principal received and Replacement Reserve receipts 13
3 Includes \$79,106 Kathy Ct insurance claim for lost rents

Housing Authority of the County of Butte
BALANCE SHEET
June, 2019

	Cumulative
ASSETS	
Current Assets	
Cash - Unrestricted	2,829,835.50
Cash - Other Restricted	1,060,464.65
Cash - Tenant Security Deposits	295,174.68
Accounts Receivable - HUD	26,940.00
Accounts Receivable - Other Gov	29,586.00
Accounts Receivable - Misc	204,400.93
Accounts Receivable - Tenants	77,079.15
Accounts Receivable - Fraud	169.89
Note Receivable- Current Portion	0.00
Accrued Interest Receivable	14,389.00
Investments - Unrestricted	2,559,566.44
Investments - Restricted	2,772,939.78
Inventories	25,878.95
Prepaid Expenses	136,582.44
Inter-program Due From	176,970.99
Total Current Assets	10,209,978.40
Fixed Assets	
Fixed Assets & Accumulated Depreciation	21,762,627.75
Total Fixed Assets	21,762,627.75
Other Non-Current	
Notes Loans & Mortgages Receivable	1,864,839.67
Deferred Outflows - GASB 68, Pension Ben	659,520.15
Safety Deposit Box, Key Deposit	10.00
Investment in Limited Partnerships	3,381,373.55
Total Other Non-Current	5,905,743.37
TOTAL ASSETS	37,878,349.52
LIABILITIES	
Current Liabilities	
Accounts payable < 90 days	110,841.01
Accrued Payroll Liabilities	184,000.27
Accrued Interest Payable	193,594.22
Tenant Security Deposits	291,479.25
Deferred Revenue	147,728.38
Payable to HUD	2,960.79
Long Term Debt - Current Portion	318,632.00
Accrued Liabilities - Other	135,698.65
Inter-program Due To General Fund	176,970.99
Total Current Liabilities	1,561,905.56
Long-Term Liabilities	
Deferred Outflows - GASB 68	307,131.00
Other Post Retirement Ben-Net GASB 75	226,053.00
Unfunded Pension Liabilty - GASB 68	3,240,458.00
Long-Term Debt	6,402,631.49
Non-Current Liability- Other (FSS)	74,377.18
Total Long-Term Liabilities	10,250,650.67
TOTAL LIABILITIES	11,812,556.23
NET POSITION	
Beginning Net Position	26,097,237.97
Retained Earnings	-31,444.68
TOTAL NET POSITION	26,065,793.29
TOTAL LIABILITIES AND NET POSITION	37,878,349.52

HOUSING AUTHORITY OF THE COUNTY OF BUTTE
SECTION 8 HOUSING CHOICE VOUCHER PROGRAM
CALENDAR YEAR 2019

HCV FSS GRANT (old)	131,152	FY 2019 ADMIN FEES	37,319
PHA HELD HAP-current	181,834	POST-2003 ADMIN FEES	998,069
HUD HELD HAP@12/31/18	949,254	INV. IN CAP ASSETS	168,074

HACB FINANCIAL DATA

ADMINISTRATIVE	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	Y-T-D
BEGINNING ADMIN RESERVES	964,806	981,965	1,028,967	1,013,875	1,037,706	1,027,370	0	0	0	0	0	0	964,806
BEG. INVESTED IN CAPITAL ASSETS	188,423	186,727	185,031	176,552	173,726	170,900	0	0	0	0	0	0	188,423
HUD ADMIN FEE REVENUE	125,676	153,661	125,562	125,562	125,562	126,035	0	0	0	0	0	0	782,058
FRAUD RECOVERY	2,913	2,295	2,186	1,386	1,818	1,757	0	0	0	0	0	0	12,355
INTEREST INCOME	1,663	7,352	8,751	16,432	-21,890	39,330	0	0	0	0	0	0	51,638
DEPRECIATION (reduces Capital Assets)	-1,696	-1,696	-8,479	-2,826	-2,826	-2,826	0	0	0	0	0	0	-20,349
BAD DEBT-ADMIN / OPEB YE Adj	0	0	0	0	0	0	0	0	0	0	0	0	0
ADMINISTRATIVE EXPENDITURES	-113,093	-116,306	-151,591	-119,568	-115,826	-159,084	0	0	0	0	0	0	-775,468
ENDING ADMIN RESERVE BALANCE	1,168,692	1,213,998	1,190,427	1,211,413	1,198,270	1,203,482	0	0	0	0	0	0	1,203,462
YTD Change in Admin.	15,463	60,769	37,198	58,184	45,042	50,253							50,234
HAP - Cash Basis	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	Y-T-D
BEGINNING HAP RESERVES	223,263	360,160	464,093	542,354	578,858	476,827	0	0	0	0	0	0	223,263
HUD HAP REVENUE	1,022,981	1,022,981	1,035,938	1,035,938	913,629	724,123	0	0	0	0	0	0	5,755,590
FRAUD RECOVERY	2,912	2,295	2,186	1,386	1,818	1,757	0	0	0	0	0	0	12,354
FSS FORFEITURES	36	1,507	0	0	0	0	0	0	0	0	0	0	1,543
BAD DEBT-HAP	0	0	0	0	0	1	0	0	0	0	0	0	1
HOUSING ASSISTANCE PAYMENTS	-889,032	-922,851	-959,863	-1,000,820	-1,017,477	-1,020,874	0	0	0	0	0	0	-5,810,917
ENDING HAP RESERVE BALANCE	360,160	464,093	542,354	578,858	476,827	181,834	0	0	0	0	0	0	181,834
YTD Change in HAP	136,897	240,829	319,091	355,594	253,564	-41,429							-41,429
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)	1,199,329	1,199,329	1,199,329	1,199,329	1,199,329	1,199,329							7,195,975
HAP EXPENDITURES (Current Month)	921,249	951,320	973,455	986,018	1,017,781	1,038,886							5,888,709
CY 2019 HAP BUDGET UTILIZATION	77%	79%	81%	82%	85%	87%							82%
BUDGET AVAILABLE (YTD)	1,199,329	2,398,658	3,597,987	4,797,316	5,996,645	7,195,975							7,195,975
TOTAL HAP EXPENDITURES (YTD)	921,249	1,872,569	2,846,024	3,832,042	4,849,823	5,888,709							5,888,709
BUDGET REMAINING (YTD)	278,080	526,089	751,963	965,274	1,146,822	1,307,266	-	-	-	-	-	-	1,307,266
UNITS LEASED SUMMARY	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	Y-T-D
UNITS LEASED (1st of Mo.)	1,773	1,791	1,819	1,814	1,821	1,861							10,879
UNIT MONTH'S AVAILABLE	2,206	2,206	2,206	2,206	2,206	2,206							13,236
OVER or (UNDER) LEASED	-433	-415	-387	-392	-385	-345	0	0	0	0	0	0	-2,357
CY 2019 VOUCHER UTILIZATION	80%	81%	82%	82%	83%	84%							82%
CY 2018 VOUCHER UTILIZATION	93%	94%	93%	93%	92%	92%	92%	92%	92%	93%	93%	80%	92%
CY 2019 AVERAGE HAP	520	531	535	544	559	558							541
CY 2018 AVERAGE HAP	485	482	484	484	485	482	482	484	485	496	497	507	488

Notes: Post-2003 Admin Fees include 2011 HAP Set-Aside of \$290,786
CY 2019 HAP Budget = \$14,391,949: \$13,161,762 Renewal + \$1,172,503 Carryover + \$57,684 VASH increment
Revised Admin due to GASB 68 adjustments in FY 2018 audit

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

UNITS LEASED SUMMARY	AUG'19	JUL'19	JUN'19	MAY'19	APR'19	MAR'19	FEB'19	JAN'19	DEC'18	NOV'18	OCT'18	SEP'18
BUTTE												
ACC UNIT MONTHS	1955	1955	1955	1955	1955	1955	1955	1955	1955	1955	1955	1955
CURRENT LEASED	1712	1711	1690	1658	1648	1650	1623	1599	1593	1877	1864	1856
VOUCHER UTILIZATION %	87.57%	87.52%	86.45%	84.81%	84.30%	84.40%	83.02%	81.79%	81.48%	96.01%	95.35%	94.94%
GLENN												
ACC UNIT MONTHS	87	87	87	87	87	87	87	87	87	87	87	87
CURRENT LEASED	62	62	60	57	54	53	55	58	56	58	57	57
VOUCHER UTILIZATION %	71.26%	71.26%	68.97%	65.52%	62.07%	60.92%	63.22%	66.67%	64.37%	66.67%	65.52%	65.52%
VASH												
ACC UNIT MONTHS	164	164	164	164	164	164	164	164	164	164	164	164
CURRENT LEASED	109	109	108	107	110	112	110	112	112	116	116	116
VOUCHER UTILIZATION %	66.46%	66.46%	65.85%	65.24%	67.07%	68.29%	67.07%	68.29%	68.29%	70.73%	70.73%	70.73%
TOTAL												
ACC UNIT MONTHS	2206	2206	2206	2206	2206	2206	2206	2206	2206	2206	2206	2206
CURRENT LEASED	1883	1882	1858	1822	1812	1815	1788	1769	1728	2051	2037	2029
VOUCHER UTILIZATION %	85.36%	85.31%	84.22%	82.59%	82.14%	82.28%	81.05%	80.19%	78.33%	92.97%	92.34%	91.98%

HAP SUMMARY*	AUG'19	JUL'19	JUN'19	MAY'19	APR'19	MAR'19	FEB'19	JAN'19	DEC'18	NOV'18	OCT'18	SEP'18
ACC BUDGET	\$ 1,194,522	\$ 1,194,522	\$ 1,194,522	\$ 1,194,522	\$ 1,208,943	\$ 1,208,943	\$ 1,208,943	\$ 1,208,943	\$ 1,051,832	\$ 1,051,832	\$ 1,051,832	\$ 1,051,832
ACTUAL HAP	\$ 1,044,969	\$ 1,038,674	\$ 1,038,843	\$ 1,017,782	\$ 986,018	\$ 973,455	\$ 951,320	\$ 921,249	\$ 876,871	\$ 1,014,466	\$ 998,564	\$ 980,374
PER UNIT COST	\$ 555	\$ 552	\$ 559	\$ 559	\$ 544	\$ 536	\$ 532	\$ 521	\$ 507	\$ 495	\$ 490	\$ 483
BUDGET UTILIZATION %	87.48%	86.95%	86.97%	85.20%	81.56%	80.52%	78.69%	76.20%	83.37%	96.45%	94.94%	93.21%

ACTIVITY SUMMARY	AUG'19	JUL'19	JUN'19	MAY'19	APR'19	MAR'19	FEB'19	JAN'19	DEC'18	NOV'18	OCT'18	SEP'18
# PORT IN BILLED	0	0	0	0	0	0	0	0	0	0	0	0
#PORT OUT UNDER CONTRACT	113	112	105	86	74	53	34	26	24	22	24	23
ZERO HAP	18	14	13	12	14	15	15	16	16	24	24	19
UTILITY ASSISTANCE PAYMENTS	75	45	44	52	46	49	46	41	41	50	45	45
NEW ADMISSIONS	**	18	44	44	7	7	4	8	19	20	37	39
INITIAL VOUCHERS SEARCHING	183	158	118	118	116	93	49	39	88	92	140	174
ACTUAL/ESTIMATED EOP	12	12	12	12	9	20	9	10	14	116	21	27
REMAIN ON WAITING LIST	733	1403	875	875	1066	1156	1200	1470	3007	3434	3459	3568

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

**No data.

August 9, 2019

Memo

To: HACB Board of Commissioners
From: Ed Mayer, Executive Director
Subject: Section 8 HCV HUD-VASH Program

According to Veterans Affairs (VA) personnel , the VA is going to halt all referrals to the HACB's HUD-VASH program due to VA staffing issues. (HUD-VASH serves homeless veterans – the HACB provides Section 8 vouchers, and the VA provides supportive services.) The HACB has been informed that the VA will continue to screen for eligible participants, but they will not be pushing any referrals to HACB at this time. Thus, HACB anticipates that program performance will stagnate for now.

Issues that have continued to hinder HUD-VASH lease-up rates:

- VA is still short staffed. Pre-Disaster, they had four Case Managers and one Outreach Specialist serving the program in our area. However, one of the Case Managers left, and another one is on leave without a clear date of return.
- One of the VA Case Managers is new (about 2 months on the job).
- Caseloads are heavy for the two remaining VA case managers – they cannot add more to their caseload (they have about 50-60 cases each, the VA standard for the program is 25 cases each).
- VA is still without an area Supervisor. However, the acting supervisor, Reed Walker, from another VA service area is here one day a week for a handful of hours.

Currently, we have 115 Veterans leased-up, and 14 Veterans with vouchers seeking housing. Program size serves 164 participants. Of the 115 Veterans, five are currently looking for housing (three being camp fire survivors).

Unfortunately, this is not an uncommon problem for the HUD-VASH program. HACB has been fortunate to enjoy a relatively high performing VA team for most of the program's existence. However, the VA's local administrative capacities have been trending downwards for some time. While the HACB maintains good relations with the VA, the HACB's HUD-VASH program now suffers from underutilization that is beyond its control.

**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	%
Aug-19	12**	0	0	0	0	1	0	12***	0	0	1	99.2%
Jul-19	12**	0	1	0	0	0	0	12***	0	0	0	100.0%
Jun-19	14**	0	0	0	0	1	0	12***	0	0	1	99.2%
May-19	13**	0	0	0	0	0	0	12***	0	2	2	98.4%
Apr-19	13**	0	0	0	0	0	0	12***	0	0	0	100.0%
Mar-19	17**	0	0	0	0	0	0	12***	0	1	1	99.2%
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%

* 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	%
Aug-19	1	1	2	1	3	1	0	9	97.4%
Jul-19	0	0	0	0	2	1	1	4	98.8%
Jun-19	0	0	2	0	2	0	1	5	98.6%
May-19	0	1	1	0	3	0	1	6	98.3%
Apr-19	0	1	4	1	3	0	0	9	97.4%
Mar-19	1	1	2	1	2	0	0	7	98.0%
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%

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

BCAHDC					
Location	Cordillera	1200 Park Ave	Gridley Springs I	Harvest Park	Walker Commons
# of Units	20	107	32	90	56
Aug-19	0	2	1	1	1
Jul-19	0	2	1	1	0
May-19	0	1	0	1	0
Apr-19	0	1	0	0	0
Mar-19	0	1	1	0	0
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

Public Housing

Waiting List: Number of Applicants

Bedroom Size	Chico	est wait	Oroville	est wait	Gridley/Biggs	est wait
1	0/ 16 Transfer list	1+	274	8+	181	8+
2	241	7+			136	6+
3	84	5+	71	3+	61	4+
4	10	5+			11	3+
5					1	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	18		10	2
2	3	7			3	
3	1	2	3	6	1	
4	0	4+			2	
5					0	

MEMO

Date: August 9, 2019

To: HACB Board of Commissioners

From: Jerry Martin, Modernization Coordinator

Subject: Status of HACB Construction Projects

As of August 9, 2019, the status of HACB construction activity follows:

- Public Housing – All sites. Abatement and replacement of asbestos-containing floor tiles; seven Public Housing units have been completed during the 2018/2019 fiscal year to date; 99 of 232 Public Housing units overall.
- Public Housing – Energy Conservation. Electrical Fixture replacements in planning, project bidding and site work planned for 2019.
- Public Housing – Projects 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. Project construction planned to begin during September.
- Public Housing – Sewer Lateral Investigations, Projects 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. Project construction is underway.
- Public Housing – HVAC Replacements 43-03, Replace three (3) failing gas/electric package HVAC units. Project construction scheduled for completion during August 2019.
- Walker Commons – Roofing Phase II, Project construction underway with 6 of 8 buildings completed to date. Architectural design for project siding, PTAC unit, window, and path of travel replacements are currently in planning for Strategic Asset Plan work.
- Chico Commons – Phased Siding Replacement Project. Project construction is underway.
- Farm Labor Housing – Combined Phase II & III Rehab. Architectural project design updates are on schedule with completion expected in July-August. Construction bidding planned for August-October 2019.

12 Month HACB Project Schedule - August 9, 2019

1 to 5	1 Most Urgent	5 Less Urgent	Cost Est	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20
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	\$18,000.00												
3		Admin Building- Gutters, Downspout, Paint	\$35,000.00												
1		FLH - Tree Maintenance	\$75,000.00												
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)	\$69,000.00												
3		ADA Units upgrade (43-10)	\$213,000.00												
1		Sewer Lateral Replacement 43-1A,1B, 04, 03	\$86,000.00												
1		Sewer Lateral Investigation and Replacement 43-01A,1B, 4, 2A, 2B	\$162,136.00												
2		Roadway Resurfacing, ADA POT, Site Improvements	\$232,669.83												
1		ACM Tile Abatement	\$58,484.00												
4		Oro Dam Wall	\$250,000.00												
1		HVAC Replacement 43-03 (3 Units)	\$22,862.00												
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	\$197,419.00												
1		Gutters and Downspout Replacement	\$36,177.00												
1		Exterior Building Paint	\$176,418.00												
2		HVAC Replacements	\$300,000.00												
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	\$113,547.50												
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 (2)	\$12,000.00												
4		Painting of Buildings	\$27,000.00												
Evanswood HOA															
Lincoln Apts.															
3		Parking Lot ADA and Asphalt Overlay	\$27,000.00												
Kathy Court Apts.															
1		Camp Fire Disaster, Building Site Ash and Debris Removal	\$69,645.00												
Cordillera															
1		Painting of Buildings	\$50,000.00												
Locust Apts.															
2039 Forest Avenue															
1		Public Housing Patio Security Fencing	\$15,000.00												
Other															
1		Strategic Asset Plan	\$20,000.00												
Total next 12 months			\$9,700,762.33												


 Design/Bid Phase
 Construction Phase
 Completed

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
501-19	
Obligation Start:	4/16/2019
Obligation End:	4/15/2021
Disbursement End:	4/15/2023

MEMO

Date: August 9, 2019

To: HACB Board of Commissioners

From: Jerry Martin, Modernization Coordinator

Subject: Public Housing - Capital Fund Status Report

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

This Capital Fund is 94% obligated, and 88% expended. Projects include:

- **ACM Tile Replacement** – All concrete-block units, ongoing - sixteen (16) 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. Project complete.

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

This Capital Fund is 61% obligated and 7% 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), Project construction underway.
- **HVAC Replacements** – 43-03, Replace three (3) failing gas/electric package HVAC units. Project construction scheduled for completion during August 2019.
- **ADA Unit Accessibility Work** – Winston Gardens (43-10), three units to be upgraded to full 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), Project construction is expected to begin during September 2019.
- **Site Upgrade, Landscaping and Accessibility Work** – Landscape upgrades, tree trimming and miscellaneous improvements addressed in DAC report, ongoing.

Capital Fund 501-19, Funding Amount \$808,426

This Capital Fund is 0% obligated and 0% expended. Projects Include:

- **ACM Tile Replacement** – All concrete-block units – ongoing.
- **Bathroom Tub/Shower Remodel** – All concrete block units – ongoing
- **Kitchen Remodel** – All units, ongoing.
- **Energy Conservation Work** – Electrical fixture replacements, countywide, in planning.
- **Unit Appliance Replacements/Upgrades** – Countywide, in planning.
- **Site Upgrade, Landscaping and Accessibility Work** – Landscape upgrades, tree trimming, and miscellaneous improvements addressed in DAC report, in planning.
- **ADA Unit Accessibility Work** – Winston Gardens (43-10), three units to be upgraded to full accessibility standards, in planning.
- **HVAC Replacements** – Replace failing gas/electric package HVAC units, ongoing
- **Sewer Service Line Replacements** – Chico, Gridley and Biggs CMU units (43-01A, 01B, 04, 02A, 02B, 03), in planning.
- **Landscape Upgrades** – Second phase of landscape replacement for Gridley Units (43-1A, 1B 04), in planning.
- **Site Security, Accessibility, and Landscape Upgrades** - 115 Nelson Avenue: community room, maintenance shop, parking lot and site landscape. In planning.

Capital Fund Program - Summary by Capital Fund Project

Cash Available as of 08-09-2019

Capital Funds 501-17, 501-18 and 501-19

			501-17 (Revision #1, 10-30-2018)				501-18 (Revision #1, 10-30-2018)				501-19				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			28,811				56,686	0	56,686
3	1408	Management Improvements					2,000	2,000			2,000				4,000	0	4,000
4	1410	Administration (10%)	55,764	55,764	55,764	55,764	80,855	81,778	81,778.00	49,026.59	80,842				218,384	104,791	113,593
5	1480	Audit	2,000	2,000			2,000	2,000			2,000				6,000	0	6,000
7	1480	Fees and Costs	35,818	35,818	22,261.95	16,865.45	55,120	55,120	25,010.00	7,003.75	75,120				166,058	23,869	142,189
14	1480	General Capital Fund Activity: Site Improvement, Dwelling Structures, Dwelling Equipment															
17	1480	Relocation Costs	444,061	464,061	446,198	418,808	637,207	645,510	394,805.83	0.00	616,153				1,725,724	418,808	1,306,916
16	1492	Move to Work Demonstration					3,500	3,500			3,500				7,000	0	7,000
18	1501	Moving To Work Demonstration													0	0	0
19	1503	Collator Exp/Debt Srvc													0	0	0
20	1504	RAD-CFP													0	0	0
21	9000	RAD Investment Activity													0	0	0
22	9001	Debt Reserves													0	0	0
23	9002	Bond Debt Obligation													0	0	0
24	9900	Post Audit Adjustment													0	0	0
			557,643	557,643	524,224.22	491,438	817,783	817,783	501,593.83	56,030.34	808,426	0	0	0	2,183,852	547,468	1,636,384
					94%	88%			61%	7%			0%	0%			

HUD Low Income Public Housing

Capital Fund Program Summary - Projects Proposed or Under Contract

		100 Reserved Budget	1406 Operations	1408 Mgmt. Improvements	1410 Admin	1480 Audit	1480 Fees and Cost	1480 General Capital Activity	1480 Relocation Costs	Totals	"UC" Under Contract
Acct Code	Cash Available as of 08-09-2019	-	56,686	4,000	113,593	6,000	142,189	1,306,916	7,000	1,636,384	
	501-17, 501-18 and 501-19 Funding										
100	Reserved Budget	-								-	
1406	Operations		56,686							56,686	
1408	Management Improvements			4,000						4,000	
1411	Audit Cost Cap Fund					6,000				6,000	
1410	Administration				113,593					113,593	
1430	Fees and Costs: Arch. Service, Permits Const. Admin, Etc..						142,189			142,189	
1450	Tree Maintenance- Amp Wide							27,390		27,390	UC
1450	Sewer Lateral Investigation 43-01A,01B, 04							116,732		116,732	UC
1450	Sewer Lateral Investigation 43-02A, 02B							45,404		45,404	UC
1450	Parking and Driveway Asphalt and Concrete Site Imp							232,670		232,670	UC
1460	Dwelling Structures									-	
1465	Dwelling Equipment									-	
1470	Non-Dwelling Structures									-	
1475	Non-Dwelling Equipment									-	
1485	Demolition									-	
1480	General Capital Fund Activity: Site Improvement, Dwelling Structures, Dwelling Equipment							884,720		884,720	
1495	Relocation Costs								7,000	7,000	
1502	Contingency									-	
										1,636,384	Total

MEMO

Date: August 9, 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

As of August 1, 2019, the total number of occupied units on the property remains at (85), of which *two (2) are FEMA evacuees*. Sixteen (16) units are offline because they fall in Phases II and III of the rehab effort, eight are deemed (8) uninhabitable and (12) units are available for occupancy. We currently have (6) applicants on our waiting list, and we anticipate moving in (1-2) of these applicants before the end of the month. We have (2) intent to vacate notices, one from a FEMA household who has secured permanent housing in the Chico area, and the other household is no longer Farm Labor eligible. There are no unlawful detainers at this time. Our goal and number one priority continues to be renting out all habitable units on the property.

On-site security is reporting no significant problems on the property at this time. Maintenance staff and the Resident Manager continue to work on vacancy make-readies.

We are down to (1) temporary worker assisting maintenance with landscaping. However, we are in the process of bringing another temporary landscape worker on board. We anticipate hiring a full time landscaping crew to service the lawns after the rents are increased in October, 2019.

Notices were served to all residents, notifying them of what may be a presence of Trichloropropane (1-2-3 TCP) in the water system. The Housing Authority continues to work with Butte County Public Health and the State Water Board in analyzing and addressing the situation. For two quarters now, extraordinary testing has not shown the presence of 1-2-3 TCP whatsoever. However, its presence may be a seasonal problem. In the meantime, residents have access to potable bottled water at our Gridley office. We applied for and received a grant from the State Water Board, to pay for provision of the potable water to residents and site personnel. A water vendor is being procured, to distribute water. Further testing and analysis will determine further need for mitigation, which may involve well re-configuration, or a well filtration system. Operational cost of a filtration system would be anticipated to jeopardized feasibility of ongoing operations.

The property saw emergency removal of two (2) large trees that fell in recent wind storms; one tree fell on a unit, requiring contractor removal, the second fell near the soccer field and was able to be removed without an emergency contractor. During the next Rehab Phases II & III, USDA has consented to use of USDA rehabilitation funds to address the recurring tree

failures and hazards proximate to the units. The trees will be pro-actively pruned in the next 30-90 days.

The E-Center's daycare/education center renewed their lease for another three (3) years. BCOE Migrant Education has secured a one-year lease for an office located in the property's main Administration building – the BCOE lost its space that had been provided by the Gridley school district. Both BCOE and the E-Center have been instrumental in partnering with the HACB to provide services to the FLH households.

Monthly food distribution was held this month on August 6, 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. Migrant Education staff settled into their new office space within our Administrative building as of July 15, 2019, now providing its service to our residents onsite.

Mi C.A.S.A.'s Summer School classes will come to an end August 9th, 2019. Summer learning activities were offered to all students in grades kindergarten through sixth grade. Students who attended these classes were provided with breakfast and lunch daily. One of the highlights of Mi C.A.S.A.'s summer include a trip to the Berkeley Marina, where students and staff had the opportunity to kayak and tour the Adventure Playground.

Rehab phases II & III are in plan document preparation stage. Phases II and III includes 19 buildings, in which 38 units will be converted to 31 units. Bidding is scheduled for September, with a construction start scheduled for the 4th quarter of 2019.

The levee taking transaction is now ready for closing, having secured approval documents from both USDA-RD and state HCD. Proceeds in the amount of \$66,450 will be directed toward the rehab efforts.



Education, Inc.

Mi C.A.S.A. EDUCATION, Inc.

Site location: 1484 Staff Street
Mailing address: 385 Ford Ave.
Gridley, CA 95948
530-846-4637

66
8-2-19

Friends of Mi C.A.S.A. Education, Inc,

Congratulations! Your support of Mi C.A.S.A. contributed to the success of 2 more farm labor graduates of Cal State Chico, and one in Cal State Sacramento, and 2 Gridley High School graduates. Plus, homework assistance and internet access were used to help 4 Gridley High School freshmen and 8 middle school students. 50 elementary and primary school age students received homework assistance, math and writing tutoring, practice with California State Core curriculum and use of a complete library. Daily, all year long, all students in second through sixth grade read an additional 20 or more minutes. We realize that reading affects many life skills.

All this educational support from adult professionals and paraprofessionals fed youth self confidence to face daily challenges. Youth had the strength to make positive choices. Examples of particularly outstanding choices include many volunteers for various community events: Steve was a clerk at Santa's Workshop, Jaime was a host at Santa's breakfast, Jesus and Eva were Easter Bunnies at the LIONS Club Easter Egg Hunt, Alex and Silvia were hostesses at a Dragon Lea dinner, Miguel and Rosa assisted at the A.A.U.W. Tech Trek fundraiser. Students were teammates for their favorite sport, leaders in Associated Student Body activities and members of school music programs.

The adult staff at Mi C.A.S.A., the youth participants, and the families at the Housing Authority of Butte County appreciate our partnership. We urge you to make your annual donation promptly, or use our website to set up an automatic monthly pay pal account. 100% of your donation works to help farm labor students.

Our annual appreciation dinner and program is scheduled for November 22, 2019 at 6:00pm at the Mi C.A.S.A. building at 1587 Booth Drive. Please R.S.V.P. your attendance and the size of your group to kathymckenzie3@gmail.com. There will be dinner and a fabulous student program. Donations are appreciated, but not required. Another opportunity is our 2020, Mi C.A.S.A. Spring Dinner fundraiser, on February 15, 2020 at Butte Hall. Gourmet Greek pita sandwiches (your choice, tri tip or chicken), Greek salad, rice, flan and churros will be served in a rich blue and yellow French Riviera ambiance for only \$20.00 per ticket. The number of tickets is limited. Plan ahead, now. Dinners-to-go are available. Watch for tickets to be on sale after M.L.K. weekend at U.P.S., ACE HARDWARE, and BUTTE INSURANCE.

Since the inception of the homework program for the Housing Authority of Butte County farm labor youth in 2000, more than 1000 young lives have been touched by you and your support. In advance, thank you for your loyal and generous gift!!

Sincerely,
Kathy McKenzie, Director
530-513-2334

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MEMO

Date: August 9, 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 August 1st there was one (1) vacancy. Exterior painting of all buildings is planned in the next 60-90 days. We are in the process of choosing an exterior color scheme.

Evanswood Apartments, Oroville – This property has zero (0) vacancies and continues to perform as budgeted.

Kathy Court Apartments, Paradise – Kathy Court was burned to the ground in the Camp Fire on November 8, 2018. Insurance proceeds have been received and transmitted to the Bond Trustee at Bank of New York Mellon, where they will be used to pay off bonds, per the Trust Indenture. Bond principal and interest payments will be recalculated for implementation starting October 1st. Site clearance has been completed. Staff is analyzing how the multi-family site might best be used in addressing area affordable housing needs in the future. The property insurance now only insures the vacant lot due to the buildings being a total fire loss.

Lincoln Apartments, Chico – The Lincoln Apartments had zero (0) vacancy as of the 1st of August. 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 had zero (0) vacancies.

August 5, 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 July 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 July with one vacancy, Unit #9, who moved out on July 10th.

Total rental income for the month of July was \$20,888.01 which was \$2,040.99 less than was budgeted due to vacancy loss and unpaid rents. Service income for the month came to \$16.30 and was under budget by \$372.70 due to no laundry income being collected. This brought the total income to \$20,904.31, which was less than budget by \$2,413.69 due to the reasons previously mentioned.

Moving on to the monthly expenses, you will see that the renting expenses totaled \$82.65 which was under budget by \$150.35 due to no advertising expenses and referral fees. Total administrative expenses came to \$4,666.05 which was higher than budget for the month by \$2,162.05, due to consulting expenses. Total utility expenses were \$1,709.86 and under budget by \$1,085.14, due to lower electric costs. There were no apartment turnover expenses for the month. Maintenance expenses for the month were \$3,527.27 which was higher than the budget by \$543.27, due to higher labor costs. The net operating income came in at \$10,918.48, less than what was budgeted by \$3,433.52. There were no capital improvements for the month of July. After the total financial expenses of \$7,385.00, the net project cash flow came to \$3,533.48 which was \$1,933.52 less than 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 \$80,286.13. This total consisted of \$3,000.00 in the

general checking account, \$40,000.24 in the general savings account, \$37,235.89 in the financial reserve account, and \$50.00 in the petty cash account.

EVANSWOOD ESTATES

Evanswood Estates ended the month of July with no vacant units, as there were no new move ins or move outs.

Total rental income for the month came to \$27,459.00 which was higher than budget by \$2,564.00. This variance was due to no vacancy loss. The service income for the month was \$18.41, under budget by \$241.59, due to no late fees and cleaning reimbursements being collected. This brought the total income to \$27,477.41, which was \$2,322.41 higher than what was budgeted for the reasons previously mentioned.

Moving on to the monthly expenses, the renting expenses totaled \$61.25, under budget by \$101.75 due to less office supplies being purchased, and no advertising costs. Total administrative expenses were \$7,014.47, which was \$42.47 higher than what was budgeted. The total utility expenses for the month came to \$1,374.79, which was lower than the budget by \$340.21. The apartment turnover expense came to \$130.00, under budget by \$95.00 due to no carpet cleaning expenses. Total maintenance expenses were \$3,939.13, higher than budget by \$2,889.13, due to higher labor and material costs. This brought the net operating income to \$14,957.77, which was \$72.23 lower than the budget due to the reasons described above.

The capital improvements totaled \$2,226.52, over budget by \$1,651.52. This included carpeting for Unit #368, a range for Unit #40, and a complete paint for Unit #368. The total financial expenses for the month came in at \$10,947.00 which brought the net project cash flow to \$1,784.25, which was less than anticipated by \$1,723.75.

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 \$36,305.74 with \$3,000.00 in the general checking, \$16,943.80 in the general savings, and \$16,361.94 in the replacement reserve account. These balances reflect owner withdrawals of \$20,000.00 from the general savings account, and \$36,000.00 from the replacement reserve account, totaling \$56,000.00.

KATHY COURT APARTMENTS

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

There was no rental income for July due to the Camp Fire. There was \$300.00 of service income for July, which was collected from a past tenant from Unit 1563-C. There were no renting expenses. The total administrative expenses came to \$370.00, which was under budget by \$549.38, due to a reduced management fee and no resident manager expense. There were no utility expenses, apartment turnover expenses or maintenance expenses. The total operating expenses came to \$370.00, under budget by \$4,123.63 due to the reasons described above. The net operating income was a negative \$70.00, which was \$6,149.37 under budget due to the reasons stated. Under capital improvements, there was \$62,680.50 expensed to fire restoration. The net project cash flow came to a negative \$62,750.50, due to the fire restoration.

As you can see on the Cash Flow statement, the property ended the month with total cash on hand of \$30,988.23.

LINCOLN APARTMENTS

Lincoln Apartments ended the month of July with no vacant units, as there were no new move ins or move outs.

The total rental income for the month of July came to \$11,190.00 and was less than budget by \$255.00, due to the higher unpaid rents. Service income totaled \$300.19, which was lower than budget by \$205.81, due to no cleaning or maintenance reimbursements being collected. This brought the total income to \$11,490.19, lower than what was budgeted by \$460.81, for the reasons previously mentioned.

Moving on to the July monthly expenses, the renting expenses came to \$39.65 and under budget by \$155.35 due to no advertising and referral fees expenses. Total administrative expenses were \$1,232.81 and higher than budget for the month by \$22.81, due to higher telephone costs. Utility expenses totaled \$1,440.46, which was less than what was budgeted by \$44.54, due to lower water and sewer costs. There were no apartment turnover expenses for the month. The total maintenance expenses were \$1,554.79, which was under budget by \$18.21, meeting budgeted expenses. This brought the net operating income to \$7,222.48 which was higher than budget by \$299.48 due to the reasons previously mentioned.

There were no capital improvements in the month of July. After the total financial expenses of \$1,692.00, the net project cash flow came to \$5,530.48, which was higher than the budget by \$1,499.48 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 \$26,358.57. This consisted of \$3,000.00 in the general checking account, \$16,467.57 in the general savings, \$6,791.00 in the financial reserve account, and \$100.00 in the petty cash account. These balances reflect owner withdrawals of \$19,000.00 from the general savings account, and \$5,000.00 from the financial reserve account, totaling \$24,000.00.

PARK PLACE APARTMENTS

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

Total rental income for the month of July was \$23,610.67 which was higher than the budget by \$1,315.67. This variance was due to less vacancy loss and more rents being collected. Service income for the month totaled \$251.15, which was under budget by \$228.85 due to no repairs and maintenance or cleaning each being collected. This brought the total income to \$23,861.82 and better than budget by \$1,086.82 for the reasons described above.

Moving on to the monthly expenses, you will see that the renting expenses came to \$278.88 which was \$136.12 less than the budget. Total administrative expenses were \$2,150.91, which was over budget by \$59.91 due to a higher resident manager expense and higher management fees. Utility expenses totaled \$1,676.54, which was \$756.46 under budget due to no pest control costs. There were no apartment turnover expenses for the month. Maintenance expenses totaled \$4,353.94, higher than budget by \$1,678.94, due to carpet cleaning costs. This brought the net operating income to \$15,132.55, better than budget by \$830.55 for the reasons previously mentioned.

The capital improvements for July were \$3,411.18, over budget by \$3,411.18 due to a water heater replacement for Unit #15, a range for Unit #1, and a refrigerator for Unit #17.

After the total financial expenses of \$9,688.00, the net project cash flow came to \$2,033.37, under budget by \$2,580.63, 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 \$45,614.64. This consisted of \$3,000.00 in the general checking account, \$17,499.64 in the general savings account, \$25,015.00 in the financial reserve account and \$100.00 in the petty cash account. These balances reflect owner withdrawals of \$11,000.00 from the general savings account and \$30,000.00 from the financial reserve account, totaling \$41,000.00.

Ed Mayer, Executive Director
Chico, California

August 5, 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.



Richard Gillaspie
Property Manager

RG:ph
Enclosures

ALAMONT APARTMENTS

Performance Review 2018 - 19

2018 / 2019 PERFORMANCE REVIEW

	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
TOTAL INCOME 2013/14	19,374	17,217	18,227	18,999	18,927	19,071	18,800	20,176	18,211	18,369	19,012	18,077	224,459
TOTAL INCOME 2014/15	19,260	19,264	19,400	18,583	18,518	19,543	17,920	18,930	19,942	19,071	19,092	19,060	228,583
TOTAL INCOME 2015/16	19,094	18,781	20,358	19,663	19,667	20,674	20,112	20,031	20,112	20,304	18,897	20,922	238,614
TOTAL INCOME 2016/17	20,554	19,496	20,063	20,103	19,755	19,712	19,831	20,550	19,790	21,389	20,733	21,892	243,868
TOTAL INCOME 2017/18	21,116	20,232	21,376	22,180	21,356	21,815	20,840	21,521	20,783	25,254	21,031	26,876	264,379
TOTAL INCOME 2018/19	22,324	23,966	24,865	22,689	23,755	23,318	22,432	22,893	24,972	20,904			232,119
VARIANCE	1,208	3,735	3,489	509	2,399	1,503	1,593	1,372	4,189	-4,349			15,647

	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2013/14 VACANCY LOSS	0	-472	-765	-473	0	0	0	-563	-45	0	0	-710	-3,027
2014/15 VACANCY LOSS	-1,250	-217	-293	29	-685	0	-685	23	-92	82	0	0	-3,088
2015/16 VACANCY LOSS	0	0	0	-295	-245	-6	0	-308	-383	-745	-786	308	-2,459
2016/17 VACANCY LOSS	-1,009	-59	-143	-715	-715	-715	-715	-1,276	0	0	-623	-900	-6,870
2017/18 VACANCY LOSS	-900	-1,650	-692	0	-362	-630	0	0	0	0	-600	-510	-5,343
2018/19 VACANCY LOSS	0	0	-75	0	0	0	1	-453	-853	-534			-1,914
VARIANCE	900	1,650	617	0	362	630	1	-453	-853	-534			2,319

	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2013/14 UNPAID RENTS	0	-924	190	819	196	0	0	-109	26	35	0	-286	-53
2014/15 UNPAID RENTS	147	-53	54	38	12	1	-579	-959	1,530	-81	2	0	112
2015/16 UNPAID RENTS	0	0	0	-6	25	18	38	17	18	-387	-10	-106	-393
2016/17 UNPAID RENTS	372	-701	-523	90	0	0	0	-82	-188	520	-5	5	-512
2017/18 UNPAID RENTS	0	0	0	-105	-388	435	-880	-905	-890	2,970	-1,330	2,258	1,165
2018/19 UNPAID RENTS	-763	651	161	20	10	49	-1,331	-397	1,567	-1,117			-1,149
VARIANCE	-763	651	161	125	398	-386	-451	508	2,457	-4,087			-1,387

	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2013/14 TOTAL OPER EXP	6,122	6,240	8,860	7,334	5,592	4,028	6,996	4,926	7,660	6,587	5,815	5,859	76,018
2014/15 TOTAL OPER EXP	11,839	6,210	7,274	6,227	6,335	7,770	5,854	8,492	5,120	5,535	4,536	5,880	81,072
2015/16 TOTAL OPER EXP	7,727	5,984	6,690	6,298	7,919	7,167	7,624	6,575	11,218	14,315	11,245	7,644	100,405
2016/17 TOTAL OPER EXP	8,496	11,058	11,877	6,413	6,078	9,088	6,795	8,681	5,630	7,085	5,697	9,850	96,747
2017/18 TOTAL OPER EXP	6,106	5,187	9,864	6,020	7,929	9,337	6,550	5,796	6,207	8,438	7,682	8,730	87,846
2018/19 TOTAL OPER EXP	7,667	4,586	6,898	7,084	6,495	9,216	7,876	9,609	8,883	9,986			78,300
VARIANCE	1,561	-601	-2,966	1,064	-1,434	-122	1,326	3,813	2,677	1,548			6,867

	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2013/14 TOTAL NOI	13,252	10,977	9,368	11,665	13,335	15,043	11,804	15,250	10,550	11,782	13,197	12,218	148,441
2014/15 TOTAL NOI	7,421	13,054	12,126	12,357	12,183	11,772	12,066	10,439	14,822	13,536	14,556	13,180	147,511
2015/16 TOTAL NOI	11,367	12,797	13,668	13,365	11,748	13,508	12,488	13,456	8,894	5,989	7,652	13,277	138,209
2016/17 TOTAL NOI	12,058	8,438	8,186	13,690	13,677	10,624	13,036	11,869	14,160	14,304	15,036	12,043	147,121
2017/18 TOTAL NOI	15,009	15,045	11,512	16,160	13,427	12,477	14,290	15,725	14,576	16,816	13,349	18,145	176,533
2018/19 TOTAL NOI	14,657	19,380	17,967	15,605	17,260	14,102	14,557	13,284	16,089	10,918			153,819
VARIANCE	-353	4,335	6,455	-555	3,833	1,625	267	-2,441	1,513	-5,898			8,781

**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	26326	26333	26637	27013	26970	27477			267308
VARIANCE	3841	-2766	4703	1375	-2542	1598	-424	1111	1147	1605			9647

	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	0	0	0	0	-663	0			-1070
VARIANCE	1106	1073	988	0	0	0	0	0	-393	0			2775

	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	0	-1	1	-93	-101	-101			68
VARIANCE	2179	-5407	2195	1653	-89	1099	-1099	-93	-101	-101			236

	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	8508	11091	9837	7165	9203	12520			119803
VARIANCE	15395	754	5869	-25265	-1194	3236	181	-1322	-72	3042			625

	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	17818	15242	16801	19848	17767	14958			147505
VARIANCE	-11555	-3521	-1167	26641	-1348	-1638	-605	2433	1218	-1437			9022

**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	0	784	367	300	300	300			10,085
VARIANCE	-4	-10,302	-9,100	-9,351	-8,070	-11,480	-9,170	-7,992	-8,952	-8,809			-83,230

	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	0	0	0	0	0	0			-7,756
VARIANCE	1,223	-6,111	775	775	660	150	0	715	1,075	1,216			478

	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	0	0	0	0	0	0			49
VARIANCE	867	-935	-41	-1	439	-240	66	0	72	710			937

	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	1,541	171	1,433	140	370	370			10,575
VARIANCE	-3,389	-2,657	-3,028	-4,535	-1,450	-3,751	-2,897	-2,204	-6,616	-5,571			-36,099

	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	-1,541	613	-1,067	161	-70	-70			78,615
VARIANCE	3,385	-7,645	73,034	-4,816	-6,619	-7,729	-6,273	-5,788	-2,336	-3,238			31,974

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	11664	12250	11212	11950	12116	11490			117,666
VARIANCE	2375	-1811	1290	374	1011	1223	-1294	654	1478	-861			4,438

	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	750	0	0	0	0	0			-775
VARIANCE	70	250	-950	405	1395	122	-8	550	750	0			2,584

	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	-1103	101	-679	131	220	-430			-1,775
VARIANCE	880	-1375	930	-461	-948	554	-147	231	120	-530			-746

	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	4312	4721	4897	3485	2514	4268			51,481
VARIANCE	-3710	-1311	-69	876	-2945	929	1155	-938	-2703	-3466			-12,183

	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	7352	7529	6315	8465	9602	7222			66,185
VARIANCE	6085	-500	1360	-502	3956	294	-2450	1592	4181	2605			16,621

PARK PLACE APARTMENTS

2018 / 2019 PERFORMANCE REVIEW

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	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
TOTAL INCOME 2015/16	*****	*****	*****	20,544	23,038	21,677	21,020	22,621	22,271	21,238	22,432	20,618	195,459
TOTAL INCOME 2016/17	23,921	20,291	21,859	22,018	21,458	23,651	22,828	21,592	22,789	22,619	23,066	23,176	269,268
TOTAL INCOME 2017/18	23,042	23,159	23,269	22,999	21,955	23,234	22,807	22,349	22,435	23,485	24,434	22,630	275,796
TOTAL INCOME 2018/19	24,470	21,326	24,689	21,843	22,452	23,104	22,731	20,688	24,307	23,862			229,473
VARIANCE	1,428	-1,833	1,420	-1,156	497	-130	-76	-1,661	1,873	377			741

	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2015/16 VACANCY LOSS	*****	*****	*****	-575	-875	-249	0	0	-616	-1,093	0	0	-3,408
2016/17 VACANCY LOSS	76	-520	-961	0	0	0	0	-1,305	-563	0	86	-106	-3,293
2017/18 VACANCY LOSS	140	0	0	0	-581	0	-527	-585	-585	-125	-94	359	-1,998
2018/19 VACANCY LOSS	0	0	-206	0	-608	0	-981	-2,179	-5	-54			-4,033
VARIANCE	-140	0	-206	0	-27	0	-455	-1,594	580	71			-1,771

	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2015/16 UNPAID RENTS	*****	*****	*****	-1,013	116	479	-956	-768	449	1,358	-147	-531	-1,012
2016/17 UNPAID RENTS	416	-423	-323	-423	-473	492	364	-216	-130	-861	77	157	-1,343
2017/18 UNPAID RENTS	-188	-130	-140	-134	-140	239	-189	-194	-179	-127	165	34	-982
2018/19 UNPAID RENTS	169	234	26	-209	199	-721	-133	136	547	175			423
VARIANCE	358	364	166	-75	339	-960	55	330	726	302			1,604

	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2015/16 TOTAL OPER EXP	*****	*****	*****	3,245	10,075	8,771	6,127	7,110	9,934	10,250	7,232	7,759	70,504
2016/17 TOTAL OPER EXP	5,101	8,153	6,927	4,963	4,965	21,212	7,021	4,877	10,850	9,359	5,400	7,969	96,797
2017/18 TOTAL OPER EXP	8,271	5,281	5,674	24,723	6,670	5,230	6,863	6,936	5,510	8,447	7,194	5,975	96,775
2018/19 TOTAL OPER EXP	27,386	7,112	11,551	7,134	8,000	10,012	6,636	11,067	6,164	8,729			103,791
VARIANCE	19,114	1,831	5,877	-17,589	1,331	4,783	-227	4,131	654	282			20,186

	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2015/16 TOTAL NOI	*****	*****	*****	17,299	12,963	12,906	14,894	15,511	12,336	10,988	15,200	12,858	124,955
2016/17 TOTAL NOI	18,819	12,138	14,932	17,055	16,493	2,439	15,807	16,715	11,938	13,260	17,667	15,207	172,472
2017/18 TOTAL NOI	14,771	17,878	17,595	-1,724	15,285	18,004	15,945	15,413	16,924	15,037	17,240	16,654	179,021
2018/19 TOTAL NOI	-2,916	14,214	13,138	14,709	14,452	13,092	16,096	9,621	18,143	15,133			125,681
VARIANCE	-17,686	-3,664	-4,457	16,434	-833	-4,812	151	-5,792	1,219	95			-19,445

MEMO

Date: August 9, 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 zero (0) vacancy. 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. HACB is pleased with Sackett Corporation’s performance to date. The property is wending its way through the State HCD budget approval process. 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 4th quarter of 2019. The site is being analyzed for its development potential in response to area affordable housing demand.

August 5, 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 July 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 July with one vacant unit, Unit #1.

The total rental income for the month of July came to \$6,115.20, which was lower than the budgeted figure of \$6,457.00 by \$341.80 due to the vacancy loss and unpaid rents. Service income collected totaled \$149.59, which was higher than the budget by \$72.59, due to higher laundry income and late fees being collected. This brought the July total income to \$6,264.79 and \$269.21 lower than what was budgeted, for the reasons previously mentioned.

Moving on to the monthly expenses, you will see that the renting expenses came to \$33.30, which were budgeted for \$30.00, basically meeting budget. Total administrative expenses were \$602.31, less than budget by \$82.69, due to less resident manager expenses. The utility expenses for the month came to \$790.76, which was \$69.76 over budget due to higher water costs.

Mr. Ed Mayer, Executive Director
Chico, California

August 5, 2019
Page 2

The apartment turnover expenses for July came to \$406.01, higher than budget by \$256.01, due to more turnover repairs. Total maintenance expenses for the month came to \$2,230.52, which was \$921.52 higher than budget due to labor and material costs. After the monthly insurance impound of \$75.00, the net operating income came to \$2,126.89, which was \$1,437.11 under budget. Capital improvements came in at \$572.95, over budget by \$322.95, due to a purchase of a refrigerator for Unit #5. This brought your net project cash flow to \$1,553.94, which was under budget by \$1,760.06.

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 \$24,527.55. Of that amount, \$3,000.00 is in the general checking account with \$18,320.55 in the general savings and \$3,207.00 in the financial reserve 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

1519 LOCUST STREET APARTMENTS

2018 / 2019 PERFORMANCE REVIEW

Ala08-09pr.xls

	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
TOTAL INCOME 2015/16	*****	*****	*****	6,215	6,181	6,498	6,031	5,352	6,473	5,776	6,011	5,205	53,742
TOTAL INCOME 2016/17	6,708	6,552	6,060	6,007	6,085	6,166	6,468	6,166	6,169	6,183	6,182	6,230	74,976
TOTAL INCOME 2017/18	6,139	6,177	6,145	6,069	6,161	5,936	6,206	6,650	6,294	6,267	6,293	5,888	74,226
TOTAL INCOME 2018/19	6,321	5,992	6,325	7,771	6,311	4,765	7,124	6,342	6,219	6,265			
VARIANCE	182	-186	180	1,702	150	-1,171	918	-308	-76	-2			1,390

	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2015/16 VACANCY LOSS	*****	*****	*****	0	0	0	-523	0	0	0	0	-600	-1,123
2016/17 VACANCY LOSS	-195	0	0	0	0	0	0	0	0	0	0	0	-195
2017/18 VACANCY LOSS	0	0	0	0	0	-73	0	0	0	0	0	0	-73
2018/19 VACANCY LOSS	0	0	0	0	0	-690	0	-161	-859	-283			
VARIANCE	0	0	0	0	0	-617	0	-161	-859	-283			-1,920

	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2015/16 UNPAID RENTS	*****	*****	*****	311	136	-23	238	-43	43	-455	-35	-321	-149
2016/17 UNPAID RENTS	504	301	6	0	0	0	0	0	0	0	0	0	811
2017/18 UNPAID RENTS	0	-60	-20	5	5	-93	32	20	0	0	-148	-44	-303
2018/19 UNPAID RENTS	-345	0	0	345	0	0	80	-56	-621	-330			-927
VARIANCE	-345	60	20	340	-5	93	48	-76	-621	-330			-816

	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2015/16 TOTAL OPER EXP	*****	*****	*****	552	1,444	2,164	4,819	4,493	3,884	1,941	2,557	4,255	26,108
2016/17 TOTAL OPER EXP	6,072	2,818	2,359	2,261	2,052	2,026	2,099	1,980	1,832	2,748	2,594	1,958	30,800
2017/18 TOTAL OPER EXP	2,251	2,172	1,985	2,643	2,801	3,822	3,739	2,498	2,428	2,161	3,326	1,757	31,581
2018/19 TOTAL OPER EXP	2,381	2,216	3,041	2,264	2,458	2,459	3,951	1,949	3,536	4,138			28,393
VARIANCE	129	44	1,056	-379	-342	-1,363	212	-549	1,109	1,977			1,894

	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2015/16 TOTAL NOI	*****	*****	*****	5,663	4,737	4,334	1,212	859	2,589	3,835	3,454	950	27,634
2016/17 TOTAL NOI	636	3,734	3,701	3,746	4,034	4,140	4,369	4,186	4,336	3,435	3,588	4,272	44,176
2017/18 TOTAL NOI	3,888	4,005	4,160	3,427	3,360	2,114	2,467	4,152	3,867	4,106	2,967	4,132	42,645
2018/19 TOTAL NOI	3,940	3,776	3,284	5,508	3,853	2,306	3,173	4,393	2,682	2,127			35,042
VARIANCE	53	-230	-876	2,081	492	492	707	241	-1,185	-1,979			-504

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 July 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 July with no move-outs, move-ins, or tenant notices. The total income for the month was \$950.82 with no unpaid rent.

Moving on to the expenses, the total renting expenses came to \$5.30 for the month which was over budget by \$.30. The total administrative expenses were \$240.08, meeting budget. Administrative expenses included \$95.08 for the management fee and \$145.00 in homeowner association dues. Utility expenses for the month were \$50.16, under budget by \$10.84, due to lower water costs. The property had no maintenance expenses in July. This brought the net operating income to \$655.28, under budget by \$10.72. 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 July, you will note that the property ended the month with total cash on hand of \$33,981.69. Of that amount, \$33,081.69 is in the general checking account and \$900.00 in the deposit checking account.

Mr. Ed Mayer, Executive Director
Chico, California

August 5, 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



GRIDLEY SPRINGS

August 2019

Property Status:

1. All continues to go well at Gridley Springs. GSI Currently has 1 vacant unit (#9) with a move in scheduled for 08/06/2019 and 1 unit (#12) currently at the attorney for eviction for non-payment of rent, and GSII is 100% occupied with no notices to vacate.
2. GSII had its CTCAC Extended Use Monitoring Audit on 06/06/2019. I have sent follow up emails to the auditor as we have not yet received final report or clearance letter.
3. Landscaping issues are all resolved except for front areas by each sign respectively. Landscape contractor is coming back out to find/repair valve issues in these final areas.

Thank you!
Mac Upshaw



HACB GRIDLEY SPRINGS II
As of
July 31, 2019

CASH SUMMARY - Operating Account	JULY		10 months YTD	
	2019	%%	2019	%%
Total Rent Revenue	20,587.50	100.00%	153,688.70	100.00%
Vacancies	0.00	0.00%	(2,420.00)	-1.57%
Net Rental Revenue	20,587.50	100.00%	151,268.70	98.43%
Other Income	69.90	0.34%	743.53	0.48%
Total Revenue	20,657.40	100.34%	152,012.23	98.91%
Expenses:				
Administrative Expenses	2,687.31	13.05%	29,714.27	19.33%
Utilities	1,392.66	6.76%	16,605.62	10.80%
Operating & Maintenance	10,654.32	51.75%	37,916.33	24.67%
Depreciation and Amortization Expense	0.00	0.00%	0.00	0.00%
Taxes & Insurance	444.94	2.16%	6,095.05	3.97%
Total Expenses	15,179.23	71.57%	90,331.27	45.19%
Net Operating Income	5,478.17	58.52%	61,680.96	35.48%
Interest and Finance Expense	565.08	2.74%	5,665.80	3.69%
Replacement Costs	4,464.84	21.69%	7,862.14	5.12%
Net Cash Flow from Operations	448.25		48,153.02	
Plus (Minus)				
Interest Income	(5.15)		(28.19)	
Unpaid Rent Collected (Owed)	(522.00)		(44.14)	
Prepaid Rent Received (Absorbed)	(4,303.00)		3,535.00	
Security Deposits Received (Refunded)	145.00		830.00	
Accrued Interest (Payment)	545.08		(6,583.41)	
Net Cash Increase (Decrease)	(3,691.82)		45,862.28	
Beginning of Period Cash Balance	57,088.98		0.00	
Contributions (Distributions) to Owner	0.00		43,703.10	
Transfer from (to) Impound Account	(399.58)		(4,539.80)	
Transfer From (to) Replacement Reserves	(450.00)		(32,478.00)	
Transfer from (to) Security account	0.00		0.00	
Ending Cash Balance - Operating Account	\$52,547.58		\$52,547.58	
- Replacement Reserve			\$105,106.13	
- Tax and Insurance Impounds			\$36,744.06	
- Security Deposit Accounts			\$14,407.52	

TENANT RECEIVABLES	Current Month	UNIT STATUS	Current Month
Rent and Rent Related Receivables		Total Units	24
Balance at Beginning of Month	638.00	Vacant units at beginning of month	0
Uncollected (Collected) During Month	522.00	Plus Units vacated during month	0
Written off to Bad Debts	0.00	Less move ins and deposits to hold	0
Balance at End of Month	<u>\$1,160.00</u>	Vacant units at end of month	<u>0</u>

**12 Month Spreadsheet
HACB Gridley Springs II**

As of
July 31, 2019

	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	YTD
REVENUE													
4010 Apartment Rents	16,500.86	15,194.00	12,485.14	7,959.20	13,842.00	12,831.00	14,020.00	14,214.00	10,532.00	19,336.50	0.00	0.00	136,914.70
4015 Tenant Assisance Payments	1,129.00	1,189.00	0.00	4,696.00	1,189.00	2,378.00	1,189.00	1,251.00	2,502.00	1,251.00	0.00	0.00	16,774.00
TOTAL RENT POTENTIAL	17,629.86	16,383.00	12,485.14	12,655.20	15,031.00	15,209.00	15,209.00	15,465.00	13,034.00	20,587.50	0.00	0.00	153,688.70
VACANCIES													
4210 Apartment Vacancies	(1,956.00)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(464.00)	0.00	0.00	0.00	(2,420.00)
	(1,956.00)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(464.00)	0.00	0.00	0.00	(2,420.00)
NET RENTAL REVENUE	15,673.86	16,383.00	12,485.14	12,655.20	15,031.00	15,209.00	15,209.00	15,465.00	12,570.00	20,587.50	0.00	0.00	151,268.70
4320 Interest Income - Other Cash	0.40	1.79	1.75	1.97	1.74	3.03	2.53	3.76	4.72	4.91	0.00	0.00	26.60
4340 Interest Income - Sec Deposits	0.63	0.24	0.24	0.26	0.23	0.22	0.24	0.25	0.23	0.24	0.00	0.00	2.78
TOTAL FINANCIAL REVENUE	1.03	2.03	1.99	2.23	1.97	3.25	2.77	4.01	4.95	5.15	0.00	0.00	29.38
OTHER INCOME													
4045 Damages and Cleaning Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4410 Laundry Revenue	127.13	72.13	112.25	57.13	91.25	64.63	60.00	64.88	0.00	64.75	0.00	0.00	714.15
TOTAL OTHER INCOME	127.13	72.13	112.25	57.13	91.25	64.63	60.00	64.88	0.00	64.75	0.00	0.00	714.15
TOTAL REVENUE	15,802.02	16,457.16	12,599.38	12,714.56	15,124.22	15,276.88	15,271.77	15,533.89	12,574.95	20,657.40	0.00	0.00	152,012.23
ADMINISTRATIVE EXPENSES													
6205 Advertising and Promotions	0.00	0.00	6.43	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6.43
6220 Credit Reports	0.00	23.05	0.00	0.00	0.00	0.00	0.00	0.00	0.00	300.82	0.00	0.00	323.87
6235 IT Support Services	0.00	0.00	0.00	0.00	2,456.00	128.00	128.00	128.00	128.00	128.00	0.00	0.00	3,096.00
6240 Telephone and Answering Service	0.00	44.06	293.85	(9.56)	37.77	0.00	79.84	37.78	0.00	37.78	0.00	0.00	521.52
6250 Consulting/Purchased Services	0.00	0.00	0.00	0.00	0.00	116.83	0.00	0.00	0.00	0.00	0.00	0.00	116.83
6255 Postage and Mailing	0.00	0.00	0.00	29.71	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	29.71
6310 Administrative Personnel	0.00	0.00	32.15	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	32.15
6311 Office Supplies	108.83	285.13	34.42	41.97	58.50	83.88	0.00	26.73	90.71	33.63	0.00	0.00	763.80
6315 Dues and Subscriptions	0.00	0.00	0.00	0.00	0.00	64.29	0.00	0.00	0.00	0.00	0.00	0.00	64.29
6320 Management Fee	0.00	945.00	1,080.00	1,080.00	1,080.00	1,080.00	1,080.00	1,080.00	1,080.00	1,035.00	0.00	0.00	9,540.00
6330 Manager Salaries	603.47	1,261.80	1,152.08	1,042.36	1,261.80	1,097.22	1,152.08	1,206.94	1,206.94	1,152.08	0.00	0.00	11,136.77
6335 Education/Registration Fees	0.00	0.00	0.00	278.59	40.72	263.59	0.00	0.00	0.00	0.00	0.00	0.00	582.90
6350 Auditing Fees	0.00	0.00	0.00	0.00	3,500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,500.00
TOTAL ADMINISTRATIVE EXP	712.30	2,559.04	2,598.93	2,463.07	8,434.79	2,833.81	2,439.92	2,479.45	2,505.65	2,687.31	0.00	0.00	29,714.27
UTILITIES EXPENSE													
6450 Electricity	292.22	0.00	135.74	0.00	0.00	0.00	30.00	218.94	109.12	0.00	0.00	0.00	786.02
6451 Water	455.19	0.00	207.84	1,260.87	0.00	2,320.18	74.95	429.26	379.53	0.00	0.00	0.00	5,127.82
6452 Gas	0.00	26.25	144.39	42.42	96.61	39.73	10.62	34.74	0.00	42.12	0.00	0.00	436.88
6453 Sewer	806.99	0.00	807.58	0.00	0.00	0.00	999.72	1,610.29	807.10	0.00	0.00	0.00	5,031.68
6465 Garbage and Trash Removal	490.18	508.74	450.18	563.74	429.30	450.18	530.18	450.18	0.00	1,350.54	0.00	0.00	5,223.22
TOTAL UTILITIES EXPENSE	2,044.58	534.99	1,745.73	1,867.03	525.91	2,810.09	1,645.47	2,743.41	1,295.75	1,392.66	0.00	0.00	16,605.62

12 Month Spreadsheet
HACB Gridley Springs II
As of
July 31, 2019

	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	YTD
OPERATING and MAINT EXPENSES													
6515 Clean and Repair Apartment	590.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	590.00
6530 Exterminating Contract	0.00	0.00	700.00	100.00	0.00	100.00	0.00	0.00	0.00	200.00	0.00	0.00	1,100.00
6549 Tree Service	0.00	0.00	0.00	0.00	500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00
6555 Grounds Contract	950.00	950.00	950.00	0.00	950.00	1,900.00	950.00	950.00	0.00	1,900.00	0.00	0.00	9,500.00
6550 Grounds Maintenance and Supplies	60.00	80.00	0.00	11.69	0.00	218.00	20.00	180.00	0.00	2,897.02	0.00	0.00	3,466.71
6560 Maintenance Personnel	839.76	632.51	829.34	398.68	874.34	758.62	784.34	896.84	919.35	810.05	0.00	0.00	7,743.83
6565 Repair Materials	0.00	323.70	18.17	1,000.43	824.01	473.61	220.33	297.02	280.56	486.22	0.00	0.00	3,924.05
6570 Repair Contact & Vendor Labor	0.00	2,830.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	390.00	0.00	0.00	3,220.00
6580 Electrical Repair & Supplies	0.00	71.47	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	71.47
6590 HVAC Repair/Maintenance	0.00	0.00	0.00	0.00	426.60	0.00	0.00	0.00	0.00	522.00	0.00	0.00	948.60
6600 Appliance Repair and Maintenance	0.00	0.00	0.00	124.05	52.53	240.24	0.00	0.00	0.00	125.00	0.00	0.00	541.82
6605 Plumbing Repair and Supplies	0.00	0.00	7.49	0.00	0.00	0.00	350.00	187.00	400.00	1,492.00	0.00	0.00	2,436.49
6615 Interior Painting and Supplies	0.00	1,292.43	0.00	45.69	0.00	0.00	0.00	0.00	0.00	1,815.72	0.00	0.00	3,153.84
6620 Gas, Oil & Mileage	182.03	118.64	27.73	47.89	77.84	85.21	8.16	0.00	28.19	16.31	0.00	0.00	592.00
6630 Fire Protection Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	127.52	0.00	0.00	0.00	0.00	127.52
TOTAL OPERATING and MAINT EXP	2,621.79	6,298.75	2,532.73	1,728.43	3,705.32	3,775.68	2,332.83	2,638.38	1,628.10	10,654.32	0.00	0.00	37,916.33
TAXES AND INSURANCE													
6710 Property Taxes	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6711 Payroll Taxes	116.91	299.42	289.35	342.74	379.41	229.96	227.84	210.48	191.73	176.67	0.00	0.00	2,464.51
6720 Property and Liability Insurance	0.00	0.00	0.00	1,540.51	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,540.51
6722 Workers Compensation	52.91	136.44	166.27	132.23	145.25	127.60	132.67	143.21	144.63	134.29	0.00	0.00	1,315.50
6730 Health/ Dental Insurance	0.00	0.00	0.00	0.00	(20.84)	258.66	134.76	133.99	133.98	133.98	0.00	0.00	774.53
TOTAL TAXES AND INSURANCE	169.82	435.86	455.62	2,015.48	503.82	616.22	495.27	487.68	470.34	444.94	0.00	0.00	6,095.05
TOTAL EXPENSES	5,548.49	9,828.64	7,333.01	8,074.01	13,169.84	10,035.80	6,913.49	8,348.92	5,899.84	15,179.23	0.00	0.00	90,331.27
NET OPERATING INCOME (LOSS)	10,253.53	6,628.52	5,266.37	4,640.55	1,954.38	5,241.08	8,358.28	7,184.97	6,675.11	5,478.17	0.00	0.00	61,680.96
INTEREST and FINANCE EXPENSE													
6820 Mortgage Interest	0.00	937.70	468.00	774.62	1,090.16	545.08	0.00	545.08	545.08	545.08	0.00	0.00	5,450.80
6855 Bank Fees	35.00	20.00	20.00	20.00	20.00	20.00	20.00	20.00	20.00	20.00	0.00	0.00	215.00
TOTAL INTEREST and FINANCE EXP	35.00	957.70	488.00	794.62	1,110.16	565.08	20.00	565.08	565.08	565.08	0.00	0.00	5,665.80
OPERATING PROFIT (LOSS)	10,218.53	5,670.82	4,778.37	3,845.93	844.22	4,676.00	8,338.28	6,619.89	6,110.03	4,913.09	0.00	0.00	56,015.16
Replacements													
6905 Roofing/ Paving/Exterior Repair	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6910 Appliance Replacement	0.00	0.00	0.00	0.00	0.00	596.15	0.00	0.00	0.00	1,162.84	0.00	0.00	1,758.99
6920 Carpet/ Flooring Replaement	0.00	1,628.15	0.00	0.00	1,173.00	0.00	0.00	0.00	0.00	3,302.00	0.00	0.00	6,103.15
TOTAL COST OF REPLACEMENTS	0.00	1,628.15	0.00	0.00	1,173.00	596.15	0.00	0.00	0.00	4,464.84	0.00	0.00	7,862.14
NET CASH FLOW FROM OPERATIONS	10,218.53	4,042.67	4,778.37	3,845.93	(328.78)	4,079.85	8,338.28	6,619.89	6,110.03	448.25	0.00	0.00	48,153.02

Date: 8/5/2019

MEMO

To: Board of Commissions

From: Bow Lee, Special Programs Coordinator

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

Program Statistics for Period Ending	7/1/2019	7/1/2018
Number of participants as of last day of the month	33	40
Number of Orientation Briefings	2	1
Number of signed contracts	0	1
Number of Port-In's	0	0
Number of Port-Out's	0	0
Number of Graduates	1	0
Contract Expired	0	0
Number of Terminations	2	0
Number of Voluntary Exits	0	0
Number of Families on FSS Waiting List	0	0
Number of participants with annual income increases (YTD)	9	23
Number of participants with new employment (YTD)	5	13
Number of participants with escrow accounts	24	28
Number of participants currently escrowing	20	31
Amount disbursed from escrow account	\$2,873.45	\$8,134.51
Balance of Escrow Account	\$106,208.53	\$102,724.37

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)	33
Number of FSS participants identified as a person with disabilities	8
Number of FSS participants employed	23
Number of FSS participants enrolled in higher/adult education	2
Number of FSS participants enrolled in school and employed	2
Number of FSS families receiving cash assistance	4
Number of FSS families experiencing a reduction in cash assistance	0
Number of FSS families who have ceased receiving cash assistance	2
How many new FSS escrow accounts were established	2
Number of FSS families moved to non-subsidized housing	0
Number of FSS families moved to home-ownership	1

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

Grant	Funding Period	Amount Funded	Grantee	Sponsor	Units	Eligibility Criteria	Service Area	8/19 Enrollment	8/19 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	3	\$1,798.00	\$13,871.00
SEARCH Samaritan Bonus	7/1/19 - 6/30/20	\$37,680.00	BCBH	BCBH	4	Unaccompanied adults, chronically homeless with SMI	Chico	2	\$1,027.00	\$35,651.00
SEARCH III- SHP	7/1/19 - 6/30/20	\$28,260.00	BCBH	BCBH	3	Unaccompanied adults, homeless with SMI	South County	2	\$459.00	\$27,218.00
LINK PHB	7/1/19 - 6/30/20	\$28,260.00	BCBH	BCBH	3	Unaccompanied youth, ages 18-24, chronically homeless with SMI	Chico	2	\$367.00	\$27,038.00
SEARCH II - PHB	7/1/19 - 6/30/20	\$28,260.00	BCBH	BCBH	1	Unaccompanied adults, chronically homeless with SMI	Chico	1	\$431.00	\$27,398.00
City of Chico - LGP	7/1/19 - 6/30/20	\$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	7/1/19 - 6/30/20	\$100,000.00	City of Chico	SSA	30	Low-income, under case management with self-sufficiency plan	Chico	9	\$5,315.00	\$91,007.00
BHHAP/Security Deposit	7/1/19 - 6/30/20	\$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	7/1/19 - 6/30/20	\$11,170.00	BCBH	BCBH	10	Individuals with a mental illness with homelessness eligibility	Butte County	1	\$520.00	\$10,130.00
Totals		\$284,215.00			69			21	\$11,417.00	\$242,038.00

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

Last update: 7-31-2019

Path: Z:\Boutique Programs\Special Programs Budget and Reports

SL

HOUSING AUTHORITY OF THE COUNTY OF BUTTE
RESTRICTED VS. UN-RESTRICTED FUNDS ANALYSIS
June 30, 2019

	a	b	c	=a-b-c		
HACB - Primary Government						
	Total Cash & Current A/R	Restricted Cash	Current Liabilities	6/30/2019 Available Fund Balance	6/30/2018 Available Fund Balance	Notes / Change
Unrestricted HA Owned						
Park Place Apts (Oro)	344,757	243,628	437,719	-336,590	-316,245	P&I and Debt Reserves
Lincoln Apts	563,487	57,874	39,515	466,098	407,000	P&I and Debt Reserves
Kathy Ct Apts	184,719	82,425	317,910	-215,616	-256,198	pending debt reconciliation
Alamont Apts	727,080	177,461	63,724	485,895	410,451	P&I and Debt Reserves
Evanswood Estates	492,477	180,694	94,048	217,735	161,270	P&I and Debt Reserves
2000A Bond Total	2,312,520	742,082	952,916	617,522	406,278	
General Fund	2,343,663	865,965	187,259	1,290,439	2,094,079	PARS trust
Continuum of Care	71,743	0	140,796	-69,053	-101,105	pending reconciliation
Demo Housing	623,710	90,490	8,116	525,104	625,282	PARS trust
Locust St Apts	249,739	31,826	7,921	209,992	201,665	
Total Unrestricted HA Owned	5,601,375	1,730,363	1,297,008	2,574,004	3,226,199	-652,195
Restricted to Federal and/or State Program						
HCD Gridley Springs II	213,380	140,996	21,627	50,757	64,322	Replacement & Op. Reserves
HUD Public Housing	1,420,609	0	248,899	1,171,710	1,185,235	
USDA Farm Labor Housing	778,851	630,054	129,223	19,574	11,919	Rep. Reserves/Construction
HUD Section 8 HCV	2,392,201	1,331,989	63,670	996,542	1,997,329	HAP; FSS Escrow; PARS
HUD FSS Program (S8)	132,222	0	0	132,222	130,684	Old carryover grant funds
Total Federal/State Programs	4,937,263	2,103,039	463,419	2,370,805	3,389,489	-1,018,684
TOTAL HACB PRIMARY GOV'T	10,538,638	3,833,402	1,760,427	4,944,809	6,615,688	-1,670,879

HACB - Component Units						
	Total Cash & Current A/R	Restricted Cash	Current Liabilities	6/30/2019 Available Fund Balance	6/30/2018 Available Fund Balance	Change
Restricted to Mission Stmt						
BCAHDC						
BCAHDC General Fund	664,483	0	21,710	642,773	571,766	71,007
Cordillera Apartments	388,392	0	14,738	373,654	381,744	-8,090
TOTAL BCAHDC	1,052,875	0	36,448	1,016,427	953,510	
Banyard Management	239,544	0	554	238,990	191,262	47,728
1200 Park Avenue, LLC	0	0	0	0	0	

HOUSING AUTHORITY OF THE COUNTY OF BUTTE
QUARTERLY CASH AND INVESTMENT REPORT
 June 30, 2019

INVESTMENT	MATURITY DATE	YIELD	COST	MARKET VALUE	NON-FEDERAL FUNDS	HUD PUBLIC HSG	HUD HCV SEC. 8	CA HCD RHCP-GSII	USDA-RD FARM LABOR
Umpqua - Operating Account		0.00	911,656.96	911,656.96	911,656.96				
Umpqua - Savings Account		VAR.	1,759,536.38	1,759,536.38	831,067.40	236,593.66	691,875.32		
Umpqua - Section 8 FSS Escrow		VAR.	107,580.63	107,580.63			107,580.63		
Umpqua - Sec. 125 Cafeteria Plan		0.00	23,719.77	23,719.77	23,719.77				
FNC - Money Market Funds		VAR.	88,763.55	88,763.55	86,823.85	1,939.70	0.00		
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	212,741.96	212,741.96				212,741.96	
#29 Evanswood @ RSC		0.00	33,326.41	33,326.41	33,326.41				
Locust St balances @ RSC		0.00	22,898.61	22,898.61	22,898.61				
Park Place Apts @ RSC		0.00	74,624.27	74,624.27	74,624.27				
Lincoln Apts balances @ RSC		0.00	43,136.09	43,136.09	43,136.09				
Kathy Court balances @ RSC		0.00	93,738.73	93,738.73	93,738.73				
Alamont Apts balances @ RSC		0.00	70,602.65	70,602.65	70,602.65				
Evanswood balances @ RSC		0.00	79,574.49	79,574.49	79,574.49				
SUBTOTAL CASH ACCOUNTS			3,524,674.50	3,524,674.50	2,273,943.23	238,533.36	799,455.95	212,741.96	0.00
Umpqua FLH Operating Account		0.00	79,616.06	79,616.06					79,616.06
Umpqua FLH Construction Account		VAR.	304,519.12	304,519.12					304,519.12
Umpqua FLH Tax & Insurance		VAR.	17,667.03	17,667.03					17,667.03
Umpqua FLH Reserves Security Deposits		VAR.	307,868.29	307,868.29					307,868.29
Umpqua FLH Security Deposits		VAR.	39,893.38	39,893.38					39,893.38
TOTAL USDA-RD FARM LABOR			749,563.88	749,563.88	0.00	0.00	0.00	0.00	749,563.88
Bank of New York - Bond Replacement Res (128651)		VAR.	310,215.44	310,215.44	310,215.44				
Bank of New York - Bond Debt Service Res (128650)		VAR.	376,747.91	376,747.91	376,747.91				
Bank of New York - Principal & Interest Acct (128649)		VAR.	187.61	187.61	187.61				
TOTAL HACB BOND RESERVES			687,150.96	687,150.96	687,150.96	0.00	0.00	0.00	0.00
PARS SECTION 115 TRUST			var	2,085,788.82	2,085,788.82	201,027.33	842,186.64	1,042,574.85	
<i>Mountain One Bank - Matured</i>	<i>4/30/2019</i>								
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		
American Express Fed Svgs - DTD 5/31/2017	12/2/2019	1.65	200,000.00	200,000.00			200,000.00		
Discover Bk Greenwood Del - DTD 3/7/2018	3/9/2020	2.40	150,000.00	150,000.00		150,000.00			
JPMorgan Chase - DTD 4/8/2019 - NEW	4/8/2020	2.40	200,000.00	200,000.00		91,000.00	109,000.00		
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- DTD 9/28/18	9/28/2020	2.90	100,000.00	100,000.00			100,000.00		
EnerBank USA - DTD 4/12/2019 - NEW	10/13/2020	2.40	200,000.00	200,000.00			200,000.00		
Comenity Capital Bank - DTD 4/15/2019 - NEW	4/15/2021	2.50	200,000.00	200,000.00	150,000.00		50,000.00		
First Choice Bank Cerritos CA - DTD 05/22/19 - NEW	11/23/2020	2.40	200,000.00	200,000.00	180,000.00	20,000.00			
TOTAL FNC CD'S			2,370,000.00	2,370,000.00	330,000.00	1,031,000.00	1,009,000.00	0.00	0.00
Self-Help Credit Union - CD DTD 2/10/19	2/10/2020	2.10	100,802.89	100,802.89	100,802.89				
TOTAL CD'S			2,470,802.89	2,470,802.89	430,802.89	1,031,000.00	1,009,000.00	0.00	0.00
TOTAL HOUSING AUTHORITY CASH & INVESTMENTS			9,517,981.05	9,517,981.05	3,592,924.41	2,111,720.00	2,851,030.80	212,741.96	749,563.88

QUARTERLY INVESTMENT REPORT, CONTINUED

June 30, 2019

INVESTMENT	MATURITY DATE	YIELD	COST	MARKET VALUE
1200 Park Avenue, L.P.; 11/23/2004	11/23/2054	4.84	675,000.00	1,172,761.80
Chico Harvest Park, L.P.; 1/29/2013	1/28/2068	2.31	600,000.00	692,077.87
TOTAL for HACB Mortgages & Loans			1,275,000.00	1,864,839.67

* interest compounds to principal June 1st annually

* interest compounds to principal May 1st annually

BCAHDC Umpqua Operating Account				375,460.68
BCAHDC Tri-Counties Bank - CD	6/30/2019	0.10		250,000.00
BCAHDC Cordillera Bank Balances @ RSC				10,319.87
BCAHDC Cordillera Umpqua Reserve & Sec.Dep. Account				366,151.01
TOTAL for BCAHDC				1,001,931.56

Banyard - Umpqua General Savings	239,544.48
TOTAL for BANYARD MGT	239,544.48

Walker Commons Oper Acct @ AWI				81,046.91
Walker Commons Petty Cash @ AWI				350.00
Walker Commons Security Deposits @ AWI				22,390.00
Walker Commons Savings Acct (Reserves) @ AWI				125,335.40
Walker Commons Savings Acct @ AWI				107,720.03
Walker Commons - Banner Bank CD: 8/25/2017	8/25/2019	0.40		50,000.00
Walker Commons - Banner Bank CD: 8/25/2018	8/25/2019	0.45		100,250.31
TOTAL for WALKER COMMONS				487,092.65

1200 Park Ave Operating Account @ AWI	63,394.83
1200 Park Ave Petty Cash @ AWI	250.00
1200 Park Ave Savings Account @ AWI	10,111.48
1201 Park Ave T&I Account @ AWI	22,320.02
1200 Park Ave Security Deposit Acct @ AWI	35,779.00
1200 Park Ave Repl. Reserves @ AWI	309,297.75
TOTAL for 1200 PARK AVENUE	441,153.08

Chico Commons Checking @ AWI				42,341.65
Chico Commons Oper Account @ AWI				100,000.27
Chico Commons Petty Cash @ AWI				250.00
Chico Commons T&I Account @ AWI				11,251.16
Chico Commons Security Deposits @ AWI				42,985.00
Chico Commons Savings (Replacement Reserves)				104,224.36
TOTAL for CHICO COMMONS				301,052.44

Harvest Park Cash @ WINN	372,088.00
TOTAL for HARVEST PARK	372,088.00
Gridley Springs I Cash @ Sackett	364,850.26
Gridley Springs I Escrow Accounts @ Sackett	288,941.48
TOTAL for GRIDLEY SPRINGS I	653,791.74

August 5, 2019

MEMO

To: HACB Board of Commissioners

From: Bow Lee, Special Programs Coordinator

Subject: Resolution No. 4745
Section 8 HUD-VASH FSS Graduate – John Herrold

John Herrold was a homeless veteran. He was referred by the VA to the HUD-VASH program and admitted to the program in March 2018. John enrolled in the Family Self-Sufficiency program in October of 2016; his primary and only goal was to seek employment and to be self-sufficient. John obtained employment and has maintained his job for over two years now. He works as an in-home support care provider, and has earned \$2,758.75 in FSS escrow funds. John is excited to use the escrow money accrued in the FSS program to become more self-sufficient. Currently, he does not have reliable transportation and resorts the bus, biking, walking, or asking for rides. John seeks to use the money he gained in the FSS program as a down payment for a new car. He is confident that he will be able to maintain his job in order to make the monthly car payments. Personally, John had other great achievements - including rekindling of relationships that he lost during the time he was homeless.

Recommendation: motion to approve Resolution No. 4745

HOUSING AUTHORITY OF THE COUNTY OF BUTTE

RESOLUTION NO. 4745

RECOGNITION OF FSS GRADUATE

JOHN HERROLD

WHEREAS, the Board of Commissioners of the Housing Authority of the County of Butte wishes to recognize the graduates of its HUD Section 8 Housing Choice Voucher Family Self-Sufficiency Program (FSS); and

WHEREAS, JOHN HERROLD, a HUD-VASH program participant, entered the FSS program in October 2016; and

WHEREAS, JOHN HERROLD successfully completed his FSS Contract of Participation, effective July 31, 2019, by fulfilling all of his responsibilities under the terms of the Contract of Participation; and

WHEREAS, JOHN HERROLD obtained and maintained suitable employment and has been free of welfare assistance for over one year; and

WHEREAS, JOHN HERROLD, in completing his Contract of Participation, has accrued an FSS escrow balance of \$2,758.75;

NOW, THEREFORE, BE IT KNOWN that the Board of Commissioners of the Housing Authority of the County of Butte congratulates and presents this Resolution in recognition of JOHN HERROLD's successful completion of its HUD Section 8 Housing Choice Voucher Family Self-Sufficiency Program.

Dated: August 15, 2019

Laura Moravec, Board Chair

ATTEST:

Edward S. Mayer, Secretary

August 9, 2019

MEMO

To: HACB Board of Commissioners

From: Bow Lee, Special Programs Coordinator

Subject: Resolution No. 4746
Section 8 HUD-VASH FSS Graduate – Christopher Tarvin

Christopher Tarvin was a homeless veteran. He was referred by the VA to the HUD-VASH program, where he was admitted in August 2018. Shortly after he leased-up in HUD-VASH, Christopher enrolled into the Section 8 HCV Family Self-Sufficiency program and obtained employment. Two of his personal goals were to be self-sufficient, and to be independent of HUD-VASH and other social service programs. Christopher earned \$2,873 in FSS escrow monies. Effective July 1, 2019, 30% of his household's monthly income equaled or was greater than the Fair Market Rent for the unit size for which his household qualifies, thus Christopher now receives no rental assistance from the Section 8 program. Despite that, Christopher continues to work on his credit history, seeking to eventually buy a home. He is proud of his achievement in the FSS program.

Recommendation: motion to approve Resolution No. 4746

HOUSING AUTHORITY OF THE COUNTY OF BUTTE

RESOLUTION NO. 4746

RECOGNITION OF FSS GRADUATE

CHRISTOPHER TARVIN

WHEREAS, the Board of Commissioners of the Housing Authority of the County of Butte wishes to recognize the graduates of its HUD Section 8 Housing Choice Voucher Family Self-Sufficiency Program (FSS); and

WHEREAS, CHRISTOPHER TARVIN, a HUD-VASH program participant, entered the FSS program in November 2018; and

WHEREAS, CHRISTOPHER TARVIN successfully completed his FSS Contract of Participation, effective June 30, 2019, by fulfilling all of his responsibilities under the terms of the Contract of Participation; and

WHEREAS, CHRISTOPHER TARVIN obtained and maintained suitable employment and has been free of welfare assistance for over one year; and

WHEREAS, CHRISTOPHER TARVIN, in completing her Contract of Participation, has accrued an FSS escrow balance of \$2,873.00;

NOW, THEREFORE, BE IT KNOWN that the Board of Commissioners of the Housing Authority of the County of Butte congratulates and presents this Resolution in recognition of CHRISTOPHER TARVIN's successful completion of its HUD Section 8 Housing Choice Voucher Family Self-Sufficiency Program.

Dated: August 15, 2019

Laura Moravec, Board Chair

ATTEST:

Edward S. Mayer, Secretary

August 9, 2019

MEMO

To: HACB Board of Commissioners
BCAHDC Board of Directors
Banyard Management Board of Directors

Subject: Strategic Asset Plan Presentation

Please know that our Strategic Asset Plan consultants, Brawner & Company, will be in attendance at this month's meeting of the Board. Jim Brawner, Principal, and Zak de Gorgue, Development Manager, will present their work, findings, and recommendations.

The "Asset Repositioning Study", dated July 2019 (Study), has seen some additions since the draft was presented at last month's meeting of the HACB Board. A new copy of the Study will be provided to you at the meeting for your convenience. The new (added) sections of the Study are included here, following, in your Board Packet. They include a section on Recommendations, and a suggested Project Management Plan.

The objectives of this month's meeting are for Brawner to present their work and conclusions, answer questions, discuss approaches and options, and discuss next steps.

IDENTIFY

COLLABORATE

EXECUTE



ASSET REPOSITIONING STUDY

July, 2019

rev. 08-09-2019



STRATEGIC PORTFOLIO REVIEW



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SUMMARY FINDINGS

VIII. Summary Findings

The below chart represents summary strategy options found within this report. While there are certainly numerous options for each property, the indicators represent recommended scenarios based on the information reviewed within this report. A “green” indicator represents a viable option with limited constraints. “Yellow” indicators represent a viable option, but with certain limitations, or recommended under certain scenarios. Note that certain “green” indicators represent a recommendation only based on a pooled scattered site syndication, i.e. combining 1200 Park with Chico Commons.

Project	Status Quo	Dispose	Refinance	Tax Credit
Alamont	Yellow		Green	Green
Lincoln Apartments			Yellow	Green
Evanswood Apartments		Green	Yellow	Green
Park Place Apartments			Green	Yellow
Cordillera Apartments			Green	Yellow
Locust Street Apartments	Yellow		Green	Yellow
Chico Commons Apartments			Yellow	Green
Walker Commons Apartments	Green		Green	Green
1200 Park Apartments			Green	Green
1744 Laurel Street	Yellow	Green		
2131 Fogg Avenue	Green	Yellow		

The following chart represents the summary of key financial data for each project assuming different repositioning strategies. The subsequent pages summarize the columns and property summaries:

SUMMARY OPERATING / REPOSITIONING STRATEGY BY PROJECT

	Estimated Capital Needs, Years 7 through 10	Status Quo Operations / Cash flow ^{1/}	Property Disposition Proceeds	Property Refinancing, Renovation Benefit	Property Refinancing, Projected Annual Cash Flow	Tax Credit Syndication, Sponsor Cash Benefit	Tax Credit Syndication, Renovation Benefit	Tax Credit Syndication, Projected Annual Cash Flow
Alamont Apartments	\$1,070,000	\$70,000	\$1.8 to \$2.4 million	\$1,175,000	\$50,000 + additional +/- \$30,000	\$0 to \$325,000	\$1,940,000	\$35,000 with no ability to increase
Lincoln Apartments	\$680,000	\$45,000	\$775K to \$1 million	\$500,000	\$15,000	-\$410,000 to -\$200,000	\$1,120,000	\$18,000
Evanswood Apartments	\$1,260,000	\$15,000	\$3.3 to \$3.9 million	\$850,000	\$30,000 + additional +/- \$50,000	\$450,000 to \$800,000	\$1,850,000	\$30,000 with no ability to increase
Park Place Apartments	\$1,140,000	\$45,000	\$1.6 to \$2.1 million	\$1,025,000	\$45,000 + additional +/- \$30,000	-\$250K to \$150K	\$1,990,000	\$30,000 + additional +/- \$30,000
Cordillera Apartments	\$930,000	\$45,000	\$1.6 to \$1.9 million	\$900,000	\$15,000 + additional +/- \$20,000	\$100,000 to \$250,000	\$1,990,000	\$25,000 + additional +/- \$15,000
Locust Street Apartments	\$420,000	\$40,000	\$830,000 to \$1.1 million	\$650,000	\$40,000 + additional +/- \$15,000	\$0 to \$125,000	\$625,000	\$10,000 + additional +/- \$5,000
Chico Commons Apartments	\$3,490,000	\$260,000	\$4 to \$5 million	\$4 to \$5 million	\$100,000 to \$175,000	\$1.4 to \$1.7 million	\$5,300,000	\$135,000
Walker Common Apartments	\$1,500,000	\$165,000	\$2.4 to \$2.9 million	\$1.7 to \$2.3 million	\$40,000	\$550,000 to \$850,000	\$2,825,000	\$50,000
1200 Park Place Apartments	\$3,800,000	\$180,000	\$5.5 to \$6.5 million	\$450,000 to \$5.5 million	\$60,000 to \$360,000	\$7 million	\$5.9 million	\$270,000

^{1/} Cash flow indicated represents current projected annual cash flow, excluding capital expenditures. It's unclear from data available the extent of capital improvements that were made from available cash flow

The **“Estimated Capital Needs, Years 7 through 10”** represents a very rough estimate of those cost which will most likely need to be expended to either modernize the building or replace components nearing the end of their useful life. As with most projects, sponsors are able to delay replacements beyond their useful life to sustain existing cash flow or to keep from having to make capital contributions into the project. The estimated capital funds indicated in this schedule assume that most all components are replaced at or before the end of their useful life and in addition, some non-critical replacements or upgrades are also made to the project. The dollars indicated do not include typical general contractor related expenditures and instead assume that the Authority/management company are replacing items over time.

The **“Status Quo Operations / Cash Flow”** represents what appears to be the project’s actual annual cash flow, excluding potential capital expenditures made by the Authority. It was difficult to ascertain from various financial statements what, if any, capital expenditures were made from available cash flow. The cash flow shown was calculated using the audited and unaudited financials from 2017 and 2018 and the corresponding rental revenues generated from that year, less the indicated recurring and non-recurring operating cost from that same year. It appeared likely that some of the indicated annual maintenance cost might have included non-recurring capital replacements, which if taken out, would increase those annual cash flow projections.

The **“Property Disposition Proceeds”** represents the range of the Authority’s net cash proceeds from a market sale of the project. The range basically includes a variation in assumed capitalization rates used. The net operating income utilized to determine value included current restrictions, unless those income restrictions went away with the prepayment of those funds dictating the restrictions. Property dispositions are relatively rare for housing authorities unless the operations of those units are such that the authority is continually losing money and even in this circumstance, the housing authority may elect to continue to operate the project from a mission standpoint. The other key factor for a disposition would typically include if there are sufficient net proceeds such that the Authority can reproduce most, if not all of those lost units, in either a new affordable development or an acquisition of another project.

The **“Property Refinancing, Renovation Proceeds”** represents the range of potential renovation work that could be completed if the project were refinanced. In many cases, the project can be refinanced and the NOI leveraged with new debt, such that all or a portion of the capital needs liability can be reduced or eliminated. Each project obviously has different operating assumptions and as such, benefit differently from a refinance. There are instances in which the refinancing of the project actually provides excess funds in addition to the capital need requirements. In these cases, the Authority can either elect to do more renovation work, reduce the amount of debt and correspondingly increase projected cash flow or, utilize the excess loan proceeds to fund other project or agency needs.

The **“Property Refinancing, Projected Annual Cash Flow”** represents the range of projected cash flow available after a refinance, which will typically be less than the cash flow available under the status quo operational scenario. Variances to this would include the ability to increase rents or when rental subsidies could be utilized at the project. The significant differences in cash flow margins for both 1200 Park Place and Chico Commons are due to the assumption that subsidies would be placed on the project as part of the repositioning.

The **“Tax Credit Syndication, Sponsor Cash Benefits”** represents the range in surplus cash available to the Authority under a tax credit syndication. The benefit ranges are based on combining multiple projects into a single tax credit syndication – the more projects included, the higher the overall benefit to the Authority would be. Cash benefits include current cash and reserves allocated to the project being returned to the Authority at transaction close. Other factors affecting the overall benefit include cash developer fees and required sponsor

financing. It should be noted that the cash benefit indicated for 1200 Park Place assumes that the Authority has project based 100% of the units with section 8 vouchers.

The **“Tax Credit Syndication, Renovation Benefit”** represents the total renovation budget in the tax credit syndication assumption. These costs include not only the base construction cost, but all of the cost related to a general contractor driven project, as well as the investor and lender driven owner contingency allowances. In many cases the tax credit construction budget is significantly higher than the indicated 7 – 10 year capital need budget. The primary reason for this, in addition to the contractor cost and contingencies listed above, is the requirement to ensure that most of the project’s components will have a useful life of at least 15-years.

The **“Tax Credit Syndication, Projected Annual Cash Flow”** represents the estimated cash flow from a tax credit repositioning strategy, which assumes debt leveraging and typically higher operating cost. For the most part, cash flow using this repositioning strategy would be less than the cash flow currently being realized, unless there are subsidies introduced into the operations of the project. The ranges are based on the ability to increase rents after the renovation, but in some cases that is not possible as the current rents are at or near the maximum rents allowed.

Alamont Apartments – If the current estimated annual cash flow is accurate, then these amounts together with reserves on-hand would most likely allow the Authority to “limp” along and make mandatory repairs and upgrades each year but with the possibility of having to infuse cash into the project from time-to-time. Disposition of the project, considering the limited per unit net proceeds would not be feasible for the Authority on several fronts. A refinance of the project would appear to be able to provide the necessary funds to make the necessary capital improvements all at one time. The corresponding cash flow projections would be anticipated to be less than are currently being realized but could be increased through a modest increase in rents, which should be achievable after the renovation. A tax credit syndication would allow for a significant increase in the renovation scope but any net proceeds to the Authority would be immaterial for the work involved. Cash flow would be roughly half in a tax credit syndication of what it currently is, without the ability to increase rents materially.

Lincoln Apartments – Again, if the current estimated annual cash flow is accurate, then these amounts together with reserves on-hand would most likely be inadequate to make the mandatory repairs and upgrades needed. Disposition of the project, considering the limited per unit net proceeds, as well as the location and low rent structure, would not be feasible for the Authority to consider. A refinance of the project would appear to be able to provide a significant amount of the funds necessary for the basic capital improvements, all at one time. The corresponding cash flow projections in a refinance scenario would be substantially less than is currently being realized but from a nominal standpoint not material. A tax credit syndication would allow for a significant increase in the renovation scope and would cover all needed improvements and upgrades but would likely provide a zero benefit to the Authority from a cash standpoint. Cash flow would again be less than is currently being realized but not from a nominal standpoint. Considering that the cash flow is similar in both a refinance and tax credit syndication repositioning strategy, the tax credit route would provide the necessary funding for all required capital improvements. As such, combining this project with any of the other tax credit repositioned projects would be a feasible direction for the Authority to consider.

Evanswood Apartments – If the current estimated annual cash flow of \$15,000 per year is accurate and the amount of capital needs reliable, there is no long-term advantage to holding the property status quo. Disposition of the project, unlike other Authority owned projects, could provide the necessary net proceeds to replace these units in another new development. A refinance of the project would appear to be able to provide

a moderate amount of the funds necessary for basic capital improvements, all at one time. The corresponding cash flow projections in a refinance scenario could be moderately higher if the current cash flow limitations are being caused by high maintenance cost which would be lessened as part of a capital improvement project. A tax credit syndication would allow for a significant increase in the renovation scope and would cover all needed improvements and upgrades and at the same time provide the Authority with some moderate cash benefit. Cash flow would likely be higher than is currently being realized but not from a nominal standpoint. A disposition of the project should certainly be considered from a financial standpoint but politically the Authority would need to consider what happens to the existing residents, together with the loss of affordable units in the Oroville community. The tax credit route would provide the necessary funding for all required capital improvements and some cash to the Authority. The intangible consideration for which repositioning strategy is the best for this project could come down to, is the project efficient from a management and location standpoint to continue to own.

Park Place Apartments – If the current estimated annual cash flow of \$45,000 is accurate, then these amounts together with reserves on-hand would not be adequate to make the mandatory repairs and upgrades needed. Disposition of the project, considering the limited per unit net proceeds, as well as the location and low rent structure, would not be feasible for the Authority to consider. A refinance of the project would appear to be able to provide a significant amount of the funds necessary for most of the required capital improvements, all at one time. The corresponding cash flow projections in a refinance scenario would be equal to, if not greater than is currently being realized but immaterial. A tax credit syndication would allow for a significant increase in the renovation scope and would cover all needed improvements and upgrades but would likely provide a zero benefit to the Authority from a cash standpoint. Cash flow would again be less than is currently being realized but not from a nominal standpoint. If this is the only project in Oroville that is being considered for the tax credit repositioning strategy, it might be difficult to include this project with other tax credit projects in Chico or even as a stand-alone tax credit deal.

Cordillera Apartments – If the current estimated annual cash flow of \$45,000 is accurate, then these amounts together with reserves on-hand would not be adequate to make the mandatory repairs and upgrades needed. Disposition of the project, considering the limited per unit net proceeds, as well as the location and low rent structure, would not be feasible for the Authority to consider. A refinance of the project would appear to be able to provide a significant amount of the funds necessary for most of the required capital improvements, all at one time. The corresponding cash flow projections in a refinance scenario would be substantially less than is currently being realized but from a nominal standpoint immaterial. A tax credit syndication would allow for a significant increase in the renovation scope and would cover all needed improvements and upgrades but would likely provide very little benefit to the Authority from a cash standpoint. Considering the difficulty of a tax credit syndication, together with little to no cash benefit to the Authority, weighing whether or not proceeds from a refinance are sufficient enough to handle the required capital needs should be seriously considered.

Locust Street Apartments – If the current estimated annual cash flow of \$40,000 is accurate, then these amounts together with reserves on-hand would most likely allow the Authority to “limp” along and make mandatory repairs and upgrades each year but with the possibility of having to infuse cash into the project from time-to-time. Disposition of the project, considering the per unit net proceeds, would probably not be feasible for the Authority to consider. A refinance of the project would appear to be able to provide the necessary funding for most of the required capital improvements, all at one time. The corresponding cash flow projections in a refinance scenario would be equal to, if not greater than is currently being realized but immaterial. A tax credit syndication would allow for almost the same amount of renovation scope as in a refinance, a reduction in annual cash flow and would likely provide very little benefit to the Authority from a cash standpoint.

Considering the difficulty of a tax credit syndication, together with little to no cash benefit to the Authority, and the same amount of renovation work as in a refinance, the Authority would most likely be better served from refinancing this project.

Chico Commons Apartments – If the current estimated annual cash flow of \$260,000 is accurate, then these amounts together with reserves on-hand would not be adequate to make the mandatory repairs and upgrades needed. Disposition of the project, considering the limited per unit net proceeds, as well as the low rent structure, would not be feasible for the Authority to consider. A refinance of the project would appear to be able to provide more than enough funds for all of the required capital improvements and upgrades, all at one time. The corresponding cash flow projections in a refinance scenario would be less than are currently being realized but could be increased should the Authority provide rental subsidies for the lowest income set-aside units. A tax credit syndication would allow for a similar renovation scope as in a refinance and could provide the Authority with +/- \$1.5 million in cash proceeds. Cash flow would again be less than is currently being realized but similar to the projections in a refinance. As a stand-alone tax credit deal and all of the complexities involved, the Authority should seriously consider the refinance route, irrespective of the projected cash benefit; that said, if the Authority is considering 1200 Park Place as a tax credit resyndication, then combining Chico Commons with that project would probably warrant serious consideration.

Walker Commons Apartments – If the current estimated annual cash flow of \$165,000 is accurate, then these amounts together with reserves on-hand would most likely allow the Authority to make the mandatory repairs and upgrades each year with the possibility of having to infuse cash into the project from time-to-time. Disposition of the project, considering the limited per unit net proceeds, as well as the low rent structure and the senior population would not be feasible for the Authority to consider. A refinance of the project would appear to be able to provide more than enough funds for all of the required capital improvements and upgrades, all at one time. The corresponding cash flow projections in a refinance scenario would be significantly less than are currently being realized, but potentially borrowing less for the renovation could improve that amount. A tax credit syndication would allow for an extensive renovation scope, probably more than is needed and at the same time provide the Authority with +/- \$750,000 in cash proceeds. Those cash proceeds could increase by say \$650,000 to around \$1.4 million if the tax credit renovation budget was decreased from the proposed \$2.8 million to say, \$2 million, which should be more than adequate for the project. Cash flow would again be less than is currently being realized but similar to the projections in a refinance. As a stand-alone tax credit deal and all of the complexities involved, the Authority should seriously consider the refinance route at around \$1.3 million, irrespective of the projected cash benefit from a tax credit strategy; that said, if the Authority is considering 1200 Park Place and Chico Commons as a tax credit resyndication, then combining Walker Commons with these projects would probably warrant serious consideration.

1200 Park Place Apartments – If the current estimated annual cash flow of around \$180,000 is accurate, then these amounts together with reserves on-hand would not be adequate to make the mandatory repairs and upgrades needed. Disposition of the project, considering the limited per unit net proceeds, as well as the low rent structure and the senior population would not be feasible for the Authority to consider. A refinance of the project considering the current low rent structure and outstanding debt would not appear to provide any meaningful proceeds for capital improvements. If the Authority were to project base 100% of the senior units with section 8 vouchers, then such refinance proceeds would provide more than sufficient proceeds for all of the required capital improvements and upgrades, all at one time. A tax credit syndication, assuming section 8 subsidies at the project would allow for an extensive renovation scope, probably more than is needed and at the same time provide the Authority with +/- \$7 million in cash proceeds. The key to making 1200 Park Place a financial success will be the ability for the Authority to project base section 8 subsidies at 100% of the units.

Without the ability to increase the perceived valuation of the building through the section 8 subsidies, a resyndication would be feasible but would probably only allow for around \$4million in upgrades and most likely very little cash benefit to the Authority. From a refinance perspective, it's probably not feasible to pursue this strategy unless all or some of the units have section 8 subsidies, allowing for an increased NOI.

RECOMMENDATIONS

IX. Recommendations

Notwithstanding the extensive amount of information and analysis included above, there are numerous factors that the Authority should consider in determining their best path forward in repositioning their real estate assets.

While this report primarily examines the financial factors involved in repositioning, there are other factors only the Authority and Board of Commissioners will be familiar with, for example political impacts, community pressure and response, long term portfolio visions, the degree and level of project upgrades, sentiment towards debt and leveraging, as well as internal and external capacity, just to name a few.

Notwithstanding these other factors and to assist the Board in “starting” their internal discussions and decision-making processes for repositioning, we’ve created a specific set of conjectural recommendations based on the above data. Please note that while these hypothetical conclusions are based on actual information provided by the Authority, together with current market condition expectations, there is a significant amount of “forward” looking projections, which are subject to some uncertainty.

Without attention to the more qualitative factors mentioned above, it would appear that a practical recommendation would include the following Transaction Strategies:

Project	Strategy
Alamont Apartments	Transaction 1: Pooled Bond Refinance
Locust Street Apartments	
Park Place Apartments	
Cordillera Apartments	
Chico Commons Apartments	Transaction 2: Scattered Site 4% Tax Credit Transaction
Walker Commons Apartments	
1200 Park Apartments	
Lincoln Apartments	
1744 Laurel Street	Transaction 3: Disposition
Evanswood Apartments	Transaction 4: Disposition*
2131 Fogg Avenue	HOLD

Transaction 1 – In this strategy, HACB would retire the existing outstanding bonds on the indicated properties. Cordillera and Locust Street Apartments would be added to the pooled bond issuance, and Lincoln, and Evanswood would be excluded. The new bond issuance would include more favorable financing terms and in addition, provide funds for repair and upgrades to the properties

Transaction 2 – For this proposed strategy, HACB would form a single tax credit partnership to own, operate, and renovate the scattered site portfolio including Chico Commons, Walker Commons, 1200 Park, and Lincoln Apartments. HACB would be anticipated to have an expanded role in the redevelopment of the Projects. HACB, or affiliate non-profit, would be the General Partner of limited liability limited partnership; HACB will also be the developer of the Project and issuer of the bonds. Moreover, HACB as the Grantor would lease the land and buildings to the partnership as the Grantee for 99 years as a low-income housing project pursuant to Sections 42 and 142(d) of the Internal Revenue Code of 1986. This strategy assumes successful negotiations with the existing limited partner at 1200 Park to exit the existing tax credit partnership.

Transaction 3 – Based on location and the difficulty in operating single family homes, this strategy assumes the disposition of the 1744 Laurel Street single family home. Proceeds from the sale could be used for future Authority development activities.

***Transaction 4** – The Evanswood Apartments could legitimately have two valid strategic repositioning strategies. Given the lack of other affordable Authority developments in Oroville, should the Authority not have an intent to add/develop additional units in the area, a disposition of Evanswood is most likely the best given approach. If, however, the Authority intends to move forward with additional development, i.e. Fogg Avenue and Public Housing tax credit syndication, then adding Evanswood to the *Transaction 2 strategy (Tax Credit)* would allow for the necessary improvements to the project and a more synergetic operational plan due to proximity to the other local developments.

2131 Fogg Avenue – Given future development opportunities, this Plan would tend to endorse holding the Fogg Avenue property until the opportunity presents itself to develop the site and to potentially provide the basis for a tax credit syndication with the adjacent Hammon Park public housing project.

Transaction	Renovation Benefit	Current Evaluated Cashflow**	Projected Cashflow	Sponsor Cash Benefit
Transaction 1	\$3,750,000	\$200,000	\$150,000*	\$0
Transaction 2	\$15,145,000	\$758,000	\$473,000	\$9,750,000
Transaction 3	\$0	\$0	\$0	\$235,000
Transaction 4	\$0	(\$15,000)	(\$15,000)	\$3,600,000
TOTAL	\$18,895,000	\$943,000	\$608,000	\$13,585,000

*Note, Potential additional annual cash flow, over and above the indicated figures are a possibility should the Authority elect to increase project rents, which would appear to be substantially below market at some projects. Then again, providing an “internal” rent margin to maintain more affordability might be more attractive to the Authority from a mission perspective.

** Current Evaluated Cashflow is based on 2018 Authority audit information and excludes balance sheet related data and instead attempts to analyze actual project cash flows. Additionally, indicated cash flows might or might not be effected by the inclusion of non-recurring capitalized expenditures.

Strategy Implementation

Given the complexities involved in development activities such as Bond Issuance, Construction Management, Tax Credit Syndication, Disposition, etc, it is critical that the Authority assemble a “Team” of experts in the respective fields should HACB elect to pursue this strategy.

For the most part, the Authority has already assembled a team, both internal and external, to execute Bond Issuance and general development activities. That being said, “Transaction 2” involves Tax Credit Syndication with the assumption that the Authority will act as the Developer, General Partner, and Sponsor of the transaction. The Authority’s position in these roles is critical in order to realize the projected proceeds and other benefits highlighted within this report. As such, it will be necessary to assemble a team to assist with the various aspects of Tax Credit development. The following roles are the core “team” members necessary for a successful Tax Credit syndication.

Development Consultant – with the Authority undertaking the role of “developer,” it is necessary to have a development consultant that can help navigate the role and responsibilities that come along with Developer, Sponsor, and General Partner. The development consultant assists in creating the team, procures the lender/investor, underwrites the transaction on behalf of the Authority, manages the Lender/Investor due diligence process, and in general, represents the Authority, ensuring the transaction maintains the financial and intangible benefits at the end of the day.

Partnership Counsel – The partnership counsel assists in the formation of the Partnership, represents the Authority as General Partner of the Partnership, reviews and generates necessary documents associated with the partnership, and provides general guidance on the transaction. Note that Partnership Counsel is different than Bond Counsel, however Bond Counsel will also be necessary as part of the transaction team. Notable firms in California include Bocarsly Emden, Gubb and Barshay, and Goldfarb and Lipman.

Bond Counsel – Bond Counsel assists in all aspects with the tax-exempt Bond issuance, including Authority resolutions, TEFRAs hearing and process, and all legal documents associated with the Bonds. Depending on approach, many times Bond Counsel and Partnership Counsel can be represented by the same firm, assuming the Authority is issuing the bonds.

Partnership Accountant – The partnership accountant consults with the Authority on any partnership related accounting issues, accounting methodologies related to partnership tracking, and financial reporting related to the partnership. As part of this service, the partnership accountant will provide the Final Cost Certification required under the 4% LIHTC program. Furthermore, they will draft and provide the first (and typically second) partnership tax return and annual audit. There are various firms that provide these types of services. Novogradac is one that is well known by Lenders and Investors.

Construction/Design Team – The construction and design team is another key element to a successful tax credit syndication. Given the complexities of credit delivery and their association with the construction schedule, it is critical to assemble a team that has experience with Tax Credit developments, the reporting requirements that come with LIHTC IRS regulation, and experience with occupied rehabs. The development consultant and owner’s representative work closely with the Authority in assembling this team, which typically includes limited architectural scope for selective rehab projects, or even Design/Build, whereby the General Contractor assumes design responsibilities.

Other Team Members – In addition to the core members listed above, the partnership (via the Authority as General Partner) would procure additional key team members/reports such as title insurer/escrow agent, surveyor, appraiser, environmental consultant, etc. An example of a procurement schedule for an Acq/Rehab 4% transaction is attached to this report as Exhibit B.

Certain statements and other information included in this Repositioning Plan constitute "forward looking information." All statements and information in this Plan, other than those relating to historical information or current condition, are forward-looking statements, including, but not limited to, estimates, forecasts and statements as to expectations with respect to, among other things, business and financial prospects, financial multiples, future trends, strategies, objectives and expectations, including with respect to future operations following the proposed restructuring plan implementation. These forward-looking statements are subject to a number of risks and uncertainties, which could cause actual results to differ materially from the proposal.

Events or circumstances that could cause actual results to differ materially from what is included in this Plan, include, but are not limited to, actual project capital needs, Authority capacity, debt and equity market volatility, impacts on resident relocation, the availability of private-activity bond cap, the availability of project based section-8 subsidies, or the possible delay in the completion of the steps required to be taken for the eventual restructuring plan to be implemented, including the possibility that approvals required from public agencies and other entities will not be obtained in a timely manner or will be obtained on conditions that may require the proposal to be modified.

This Repositioning Plan contains confidential and proprietary information. Except for disclosure on a confidential basis to related parties' accountants, attorneys and other professional advisors retained in connection with reviewing the information contained in this Proposal, the contents of the Repositioning Plan may not be disclosed in whole or in part to any other person or entity without the prior written consent of the Housing Authority of the County of Butte or Brawner & Company.

EXHIBITS

X. Exhibits

a. Project Data Sheets

b. Example Procurement Schedule

BRAWNER PROCUREMENT MANAGEMENT PLAN

[PROJECT]

INTRODUCTION

The purpose of the Procurement Management Plan (“Plan”) is to outline those services to be procured by Brawner & Company (Brawner), either on behalf of the client/project or by Brawner directly. Further, the Plan describes how the procurement will be managed, from identification and developing procurement documentation through contract closure. The Plan is intended to be in compliance with internal Housing Authority (PHA) and Brawner procedures.

The overall function of procurement is to solicit and engage those “outside” consultants which will complete tasks required to finance, operate and develop the project(s) and then describe, in specific terms, under what conditions those tasks should be performed. Procurement deadlines are usually affected by the project schedule and completion of required tasks is needed by certain dates to ensure timely project completion. Additionally, completion of certain tasks may provide data which can provide guidance on financial viability and various strategies, and greater insight into the physical condition of the property, all of which allow to define varied approaches to mitigating risk.

PROCUREMENT MANAGEMENT APPROACH

This Plan sets the procurement framework for the transaction. It identifies and defines the items to be procured, the purpose, special procurement language, types of contracts to be used in support of this project, budget constraints, roles, the contract approval process, and decision criteria. The Transaction Manager will work with the Development Manager, PHA’s Development Team, and other key players to manage the procurement activities.

The Transaction Manager will provide oversight and management in concert with appropriate procurement requirements for all procurement activities. Brawner’s Executive Team and Development Manager will work with PHA to identify all items to be procured for the successful completion of the project. PHA’s Development Team will review the procurement list and related information and seek final approval from the CFO.

PROCUREMENT APPROVAL PROCESS

Related to project and financial service procurements as well as pre-construction service procurements, the Transaction Manager shall make a recommendation to PHA on the type of procurement for each task, such as non-competitive contract request, competitive negotiation, alternative procurement, RFP or RFQ. Once PHA has approved the type of procurement for a specific task, the Transaction Manager, along with the Development Manager, will meet to discuss the contents of the procurement package. The Transaction Manager will draft the appropriate procurement documents and related attachments and forward to PHA’s Development Team for review, who will then seek approval from PHA’s CFO.

BRAWNER PROCUREMENT MANAGEMENT PLAN

[PROJECT]

CONTRACT TYPE

Many different types of contracts exist, such as: firm-fixed price, time and materials (T&M), cost-reimbursable, and others. Varying procurement items may also require different contract types. It is the intent that all services to be procured will be solicited under firm-fixed price contracts. The Transaction Manager will work with the Development Manager and Executive Team to define the scope of services and required delivery dates. The Transaction Manager will then solicit bids under a Request for Proposal (RFP) to various vendors in order to procure the services within the required time frame and at a reasonable cost.

DECISION CRITERIA

Depending upon the type of procurement, various criteria will be used by the Transaction Manager to make a recommendation to PHA on what contract(s) to award. Again, these criteria will vary between different procurement packages, but will be defined as part of the Plan.

The criteria for the selection and award of procurement contracts for this project will consider some or all of the following criteria:

- Mandatory Requirements
- Vendor financial documentation
- General Qualifications & Experience (vendor and proposed staff)
- Past Performance Technical Qualifications
- Quality
- Ability of the vendor to provide all items by the required delivery date
- Oral Presentation
- Cost

Based on the procurement criteria and the responses to those criteria by specific vendors, the Transaction Manager in consultation with the Development Manager shall prepare a bid evaluation and a contract award recommendation to PHA. The recommendation shall include among other items a list of those vendors who submitted a proposal, their proposed cost to complete the work, their timeline to complete the work and a summary of the how the proposers responded to the required criteria. Finally, an adequate justification for the recommendation of the award will be included. The Recommendation will be signed by the Transaction Manager and in turn executed by PHA indicating approval of that recommendation.

BRAWNER PROCUREMENT MANAGEMENT PLAN

[PROJECT]

CONTRACT AWARD

The Transaction Manager shall work with the Development Manager to execute the required contract. In some cases, contracts may need to be reviewed by partnership counsel, in which case the Transaction Manager shall take the lead in finalizing a contract for review. Once the related contract has been vetted, the Transaction Manager shall forward to PHA's Development Team via email or Sharefile for execution. The contract shall include a transmittal cover sheet from the Transaction Manager indicating that the Contract meets all previously required procurement criteria at a cost previously agreed to. The Transaction Manager shall oversee the execution of the contract by all parties and ensure that executed contracts are delivered to all parties. If Brawner is tracking development cost during the pre-construction phase, a copy of the contract shall also be delivered to the Project Finance Director.

VENDOR MANAGEMENT

The Transaction Manager is ultimately responsible for managing vendors. In order to ensure the timely delivery and high quality of reports from vendors, the Transaction Manager may designate other internal staff to work with various vendors on their specific task. The responsible staff shall have continued communication with the vendors to review status of reports and initial findings. This will also serve as an opportunity to ask questions or modify contracts or requirements ahead of time in order to prevent delays in delivery and schedule. The Transaction Manager will be responsible for scheduling required site inspections, meetings and other activities required by the vendor to complete their task. This also includes working with PHA's Asset Manager to arrange inspection times and the necessary notices to residents.

If the inspections require entry into an occupied unit, the Transaction Manager shall keep track throughout the pre-development period of those units that have been inspected, the date inspected, and the purpose for such inspections.

When the contract for services has been completed or a progress payment has been submitted by a vendor, the Transaction Manager shall provide (via email or Sharefile) a written document to PHA confirming that the service(s) indicated in the vendor billing statement/invoice has been completed in satisfactory condition pursuant to the contract terms and that the amount billed is authorized to be paid.

The attached procurement items and/or services have been determined to be essential for completion and success of the transaction.

BRAWNER PROCUREMENT MANAGEMENT PLAN [PROJECT]

ACCEPTANCE

Approved by:

Housing Authority

Date: _____

Brawner & Company
Transaction Manager

Date: _____

EXAMPLE PROCUREMENT SCHEDULE

Pre-Development Service to be Procured	Procurement Package Date	Estimated Due Date of Vendor Response	Vendor Deliverable Date	Type of Procurement	Selection Criteria	Notes
ALTA Survey	2/22/2019	N/A	4/8/2019	RFP	Mandatory requirements, qualifications, past performance, meet delivery date, and cost.	For title insurance extended coverage as well as lender/investor requirements. Include typical investor requirements in RFP.
*Seismic Survey	2/1/2019	2/16/2019	4/1/2019	RFP	Mandatory requirements, qualifications, past performance, meet delivery date, and cost.	To identify structural needs of the building. Depending on investor lender requirements and age of building, original construction may suffice.
Property Appraisals & Market Study	2/22/2019	3/9/2019	3/18/2019	RFP	Mandatory requirements, qualifications, past performance, meet delivery date, and cost.	To determine value in which the PHA will lease the properties to the limited partnership. Appraiser shall provide a separate quote for both a land value and a market study conforming to the Commission requirements. Will need bid to include preparation for Reliance Letter to investor.
Property Insurance	3/7/2019	N/A	4/16/2019	N/A	N/A	Assumption is that the existing coverage will be updated to include the revised valuation of the property under the existing PHA umbrella
Phase I Environmental	2/5/2019	2/20/2019	3/12/2019	RFP	Mandatory requirements, qualifications, past performance, quality of proposal, meet delivery date, and cost.	Assumption is that based on age of building, lender/investor will not require extensive O&M plans and/or ACM and LBP testing
Pest Inspection	5/15/2019	N/A	6/13/2019	Sole Source with price negotiations	Mandatory requirements, qualifications, past performance, meet delivery date, and cost.	Investor requirement.
Legal - Partnership & Borrower's Counsel	2/6/2019	N/A	2/13/2019	Sole Source with Fee Proposal	N/A	Need Fee Proposal from Partnership Counsel for Projected Services.
Accounting	4/23/2019	N/A	7/19/2019	Sole Source with Fee Proposal	Mandatory requirements, qualifications, past performance, meet delivery date, and cost.	Need to determine accounting firm. Likely Novogradac
*Physical Conditions Assessment	2/15/2019	3/2/2019	4/30/2019	RFP	Mandatory requirements, qualifications, past performance, meet delivery date, and cost.	Potential requirement of the lender (Suppliment to McCullough Allen Inspection)
Title	1/23/2019	N/A	2/1/2019	Sole Source with price negotiations	Mandatory requirements, qualifications, past performance, meet delivery date, and cost.	Need to determine preferred title insurance company. Recommend Chicago Title.
*Zoning Report	2/1/2019	N/A	2/14/2019	Sole Source with Fee Proposal	N/A	Sole Source of PZR based on lender/investor zoning requirements
Pre-Construction Service to be Procured	Procurement Package Date	Estimated Due Date of Vendor Response	Vendor Deliverable Date	Type of Procurement	Selection Criteria	Notes
Contractor Pre-Construction Services	TBD	TBD	3/4/2019	RFP or Sole Source	Mandatory requirements, qualifications, past performance, meet delivery date, and cost.	Requesting proposal from Contractor. Potential for zero pre-construction fees if certain contractor is chosen.
Mechanical, Electrical, Plumbing (MEP)	TBD	TBD	3/4/2019	RFP or Sole Source	Determined by type of procurement	Determined by GC procurement and driven by scope of work as necessary.
Roof Consultants	TBD	TBD	2/7/2019	RFP or Sole Source	Determined by type of procurement	Driven by scope of work as necessary.
Membrane Consultants	TBD	TBD	2/7/2019	RFP or Sole Source	Determined by type of procurement	Driven by scope of work as necessary.
Elevator Engineering	TBD	TBD	2/7/2019	RFP or Sole Source	Determined by type of procurement	Driven by scope of work as necessary. Need to determine if existing reports will suffice.
Architecture	N/A	N/A	3/4/2019	Selected GC will Procure	Mandatory requirements, qualifications, past performance, meet delivery date, and cost.	Determined by Construction Service. If design/build chosen, Architect will be included in fee proposal.

Please see the Procurement and Fees Budget spreadsheet for monthly costs related to the items listed above.

*The need for identified reports will be determined by the investor/lender, once selected

 EXAMPLE PROCUREMENT AND FEES BUDGET										
Pre-Development Service to Be Procured	Total	February	March	April	May	June	July	August	Balance to be Paid at Closing	Notes
ALTA Survey	\$ 8,275			\$ 7,125				\$ 1,150		
Seismic Survey	\$ 3,250			\$ 3,250						
Property Appraisals & Market Study	\$ 10,250		\$ 8,750			\$ 1,500				Includes FMV appraisal, land appraisal, and potential update No fees till closing
Property Insurance	\$ -									
Phase I Environmental	\$ 11,375		\$ 8,750				\$ 2,625			
Pest Inspection	\$ 1,250					\$ 1,250				
Legal - Partnership & Borrower's Counsel	\$ 15,000				\$ 15,000				Yes	Partnership Counsel Fees for LLLP formation and Sponsor Debt
Accounting	\$ -								Yes	No fees until after closing
Physical Conditions Assessment	\$ 7,850					\$ 7,850				Potential requirement of the lender (Suppliment to McCullough Allen Inspection)
Title	\$ -								Yes	Sole Source of PZR based on lender/investor zoning requirements
Zoning Report	\$ 750		\$ 750							
*Pre-Construction Service to be Procured	Total	February	March	April	May	June	July	August	Balance to be Paid at Closing	Notes
Permits	\$ 35,246							\$ 35,246		
Construction Services	\$ -								Yes	Belfor or other service provider will bill at closing
Mechanical, Electrical, Plumbing (MEP)	\$ 6,750		\$ 6,750							
Roof Consultants	\$ 4,125	\$ 4,125								
Membrane Consultants	\$ 6,500	\$ 6,500								
Elevator Engineering	\$ 2,850	\$ 2,850								
Architecture	\$ -								Yes	Subject to change depending on which architect is chosen. Assuming through Belfor.
Pre-development Fees	Total	February	March	April	May	June	July	August	Balance to be Paid at Closing	Notes
**Resident Income Certs	\$ 21,750						\$ 10,000	\$ 11,750		Tax Credit Income Certs
Tax Credit Application	\$ 7,500				\$ 7,500					Fee for 4% Application
Bond Cap Reservation Fee	\$ 75,000					\$ 75,000				0.5% of Bond Cap Request
Cost of Issuance Deposit	\$ 75,000					\$ 75,000				0.5% of Bond Cap Request
***Lender Fee	\$ 25,000			\$ 25,000						Potential Fee related to procurement - reimbursed at close
***Investor Fee	\$ 25,000			\$ 25,000						Potential Fee related to procurement - reimbursed at close
TOTAL AMOUNTS	\$ 342,721	\$ 13,475	\$ 25,000	\$ 60,375	\$ 22,500	\$ 160,600	\$ 12,625	\$ 48,146		

*Specific services required currently unknown
**If 3rd party contractor needed for assistance
***Dependant on investor/lender selected

SUMMARY

To: Housing Authority of the County of Butte ("HACB")
Ed Mayer, Executive Director

CC: Tom Lewis, Counsel to California Affordable Housing Agency

FROM:  Patrick Howard, PHIG Consulting LLC (a subsidiary of PHIG Holdings LLC)

Thank you for providing me for review copies of the HACB's Request for Proposal Strategic Asset Plan dated February 20, 2019 and the HACB Asset Repositioning Study, Strategic Portfolio Review, dated July 2019 as prepared by Brawner Real Estate Development and Consulting. Both were instrumental in my being able to assess a course of action for HACB as it relates to its decisions for financing and refinancing of its affordable housing inventory.

This Summary is merely an outline of what my assessment is for a call to action based on the review and understanding of HACB's goals coupled with the findings and recommendations from the recently completed Strategic Portfolio Review. Additional analysis and discussion will need to be completed to assess timing considerations and actual financial ramifications to maximize benefits to HACB. That being said the following I believe to be the most desirable way to proceed to achieve the goals set out by HACB.

1. Proceed immediately with the refinancing of the Series 2000A Bonds. This will be the quickest execution and provide the most immediate benefit to HACB given the high interest rate associated with these outstanding Bonds versus current tax-exempt Bond interest rates. This issuance should consider issuing what is referred to as new money Bonds with the refinancing of the outstanding Bonds; ideally in an amount that would not increase the current debt service payment on the properties included. The new money proceeds would be targeted towards needed improvements for the properties and could possibly provide funds for the eventual rebuilding of those units lost in Paradise.
2. My recommendation for structuring this refinancing would be to establish a master trust indenture and issue this as the first Series under this master indenture, thereby allowing to add additional Series of future Bond financings for the other properties (see below) that I recommend refinancing with Bonds as well. This will allow for HACB to use excess cash flow from this initial Bond refinancing to help subsidize any future Series of Bonds under this master indenture structure if necessary. Jones Hall is well versed in this structure as we have used this approach in previous Bond financings.
3. It would appear that the two multifamily properties not previously financed by either Bonds or use of Low Income Housing Tax Credits ("LIHTC"), Cordillera Apartments and Locust Street Apartments, could be included in this first Series as they would appear to be relatively simple to include in this process.
4. Next steps to accomplish this first action would be to immediately pass a Board Resolution to process with the refinancing, and to order physical condition reports on each of the four properties to assess the scope and cost of rehab needed. Once that is completed, HACB will need to order an appraisal to assess the current value, as well as the as-improved value based on the scope of the rehab that would be completed with the financing.

5. Simultaneous with item number 4 above will be to assemble the working team to initially include Jones Hall as Bond Counsel, among others, to determine whether a public offering of Bonds through an investment bank or a direct private placement with a Bank already familiar with HACB would be the desired and most beneficial approach for HACB.
6. Depending on schedules and timing for reports it could be expected that this first action could be completed by the end of October 2019.
7. The next step would be to begin working on the refinancing of the two LIHTC properties, Chico Commons Apartments and Walker Commons Apartments, and look to refinance both in the same second Series under the master indenture structure. Similar action items as indicated in item numbers 4 and 5 above would need to occur when ready to proceed with these properties. I would expect that these could be financed before the end of the year 2019. As with the first Series of Bonds as described above the focal points will be initially on the scope of rehab needed and desired, the cost for that and whether the required debt service can be supported by the net operating cash flow generated by these properties without support from the excess cash flow generated by Series one or any other support.
8. Other factors and assets to be considered in this will be HACB's office building and whether the value of collateral from this asset would be needed or helpful for the financings noted above. My initial thoughts on this are to keep it simple and not include the building at this stage and save that for helping with other development projects that are being planned and highly needed, including possible future plans involving HACB's 345 public housing units and 130 farm working housing units. Instead, the focus should be on getting value for HACB's Standard & Poor's Issuer Credit Rating and using that to help negotiate lower interest rates for the Bond financings.
9. Finally, as for the other LIHTC property, 1200 Park Place Apartments, I recommend initiating discussions with the other Limited Partners in order to come to terms for a buy-out and if timing works then include that with the second Series offering, or look to go after another LIHTC syndication for this property. I would expect that if Bonds were a possibility for this property then that could occur as early as the first quarter 2020, while a LIHTC financing would occur later in the year 2020 at the earliest.
10. In conclusion, it is my recommendation to HACB to immediately move forward in the methodology as stated above, and to take action to move immediately to refinance the Series 2000A Bonds.

- Patrick Howard, August 1, 2019



Memo

To: Ed Mayer
From: Real Estate Development Services
Date: August 7, 2019
RE: Analysis of 1200 Park Avenue

As previously discussed, 1200 Park Avenue is ready for a repositioning due to the imminent end of the 15-year tax credit compliance period. We have spent the past few months analyzing the asset from a value perspective as well as vetting various financing options. In this analysis, we took into consideration options that would yield the Agency both a desired rehabilitation as well as retaining the Agency its most appreciated asset.

We focused the initial analysis for 1200 Park Avenue Apartments in two scenarios: the first as a 9% Tax Credit scenario and the second as a 4% Tax Credit/Tax Exempt Bond development. We used the same general assumptions for acquisition cost, operating expenses, and temporary relocation costs. We also assumed that the City of Chico and HACB would recontribute their existing debt.

9% Tax Credits

Income targeting is set from 30% to 60% AMI based on the existing regulatory agreements. Total Development Costs (TDC) including improvements is estimated at \$18.6m, or \$174k per unit.

Hard construction costs are currently projected at \$40,000 per unit.

Current projected shortfall is \$1.3m, or \$12.5k per unit, which could be filled with deferred developer fee, increased credit pricing, Section 8 Project Based Vouchers, and possibly Affordable Housing Program (AHP) funds.

Using the assumptions above, the TCAC tiebreaker is approximately 35.69%.

4% Tax Credits

Income targeting is set from 30% to 60% AMI based on the existing regulatory agreements. TDC including land is estimated at \$15.3m, or \$143k per unit.

Hard construction costs are currently projected at \$20,000 per unit.

Current shortfall is \$4.7m, or \$44k per unit.

Based on the shortfall shown in the 4% scenario, the 9% scenario is more viable and would allow for *additional* renovations to be made to the asset with twice the amount budgeted for hard construction costs as a result of the additional tax credit equity provided by 9% tax credits (approximately \$10.4m vs. \$3.5m).

- The soft loans provided by the City of Chico and Housing Authority of the County of Butte both work as leveraged soft financing in the 9% scenario, and these funds increase the tiebreaker to a competitive 35.69%.
- The City of Chico competes in CTCAC's Northern Region. Our projected tiebreaker is higher than the projects awarded in the previous two rounds for this Region:
 - First Round 2019 - 32.473%
 - Second Round 2018 - 11.486%
- A *typical* advantage of the 4% scenario is higher income targeting (i.e. 50% and 60% AMI units, yielding more income and higher debt); however, these units will be required to maintain the affordability set forth in the existing regulatory agreements that follow 9% guidelines therefore cannot be modified.

Additionally, Real Estate Development Services previously completed a successful negotiation and buyout of 21 Limited Partnership Interests from Alden Torch, current tax credit investor in 1200 Park Avenue. We believe we possess the knowledge and experience to negotiate on behalf of the Agency and come to a reasonable agreement with Alden Torch on buyout terms.

As always, we are here for the Agency to answer any questions, as this asset is an important part of our history as a Company.

HOUSING AUTHORITY OF THE COUNTY OF BUTTE

RESOLUTION NO. 4747

A RESOLUTION OF THE HOUSING AUTHORITY OF THE COUNTY OF BUTTE MAKING DETERMINATIONS WITH RESPECT TO THE FINANCING OF THE ACQUISITION AND REHABILITATION OF MULTIFAMILY RESIDENTIAL HOUSING PROJECTS, DECLARING ITS INTENT TO REIMBURSE CERTAIN EXPENDITURES FROM PROCEEDS OF INDEBTEDNESS, AND AUTHORIZING RELATED ACTIONS

WHEREAS, the Housing Authority of the County of Butte (the “HACB”) is a member of the California Affordable Housing Agency (the “Agency”) formed pursuant to the provisions of the Joint Powers Act, comprising Articles 1-4 (commencing with Section 6500) of Chapter 5 of Division 7 of Title 1 of the California Government Code, and a joint exercise of powers agreement, dated as of March 1, 2001, as amended; and

WHEREAS, pursuant to Articles 1 through 5 of Chapter 1 of Part 2 of Division 24 of the Health and Safety Code of the State of California, the Agency is authorized to issue revenue obligations and loan the proceeds thereof to finance the acquisition, construction and/or rehabilitation and development of multifamily projects for persons and families of low and very low income residing within the jurisdiction of the Agency; and

WHEREAS, the HACB has requested that the Agency assist with financing and refinancing of the acquisition and rehabilitation of various multifamily residential housing projects identified in the HACB Asset Repositioning Study, Strategic Portfolio Review prepared by Brawner Real Estate Development and Consulting (the projects therein identified are referred to herein as the “Projects”), including, but not limited to, the following:

Project Name	Location
Lincoln Apartments	Chico, California
Park Place Apartments	Oroville, California
Evanswood Apartments	Oroville, California
Alamont Apartments	Chico, California
Cordillera Apartments	Chico, California
Locust Street Apartments	Chico, California

WHEREAS, the HACB expects to incur or pay from its own funds certain expenditures in connection with the Projects prior to the issuance of indebtedness for the purpose of financing costs associated with the Projects on a long-term basis; and

WHEREAS, subject to meeting all the conditions set forth in this Resolution, the HACB reasonably expects that the Agency will issue debt obligations in one or more series in an amount of approximately Five Millions Dollars (\$5,000,000) (collectively, the “Bonds”), the proceeds of which Bonds will be loaned to the HACB, and that certain of the proceeds of the Bonds will be used to reimburse the HACB for its prior expenditures for the Projects; and

WHEREAS, Section 1.103-8(a)(5) and Section 1.150-2 of the Treasury Regulations require that the HACB declare its reasonable official intent to reimburse prior expenditures for the Projects with proceeds of a subsequent borrowing; and

WHEREAS, the HACB now desires to so declare its intent to borrow the proceeds of Bonds to be issued by the Agency, subject to the conditions described below, and to authorize certain actions related thereto.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the County of Butte as follows:

Section 1. The HACB finds and determines that the foregoing recitals are true and correct.

Section 2. The HACB hereby declares its official intent to borrow, at one time or from time to time, an aggregate of up to Five Millions Dollars (\$5,000,000) principal amount of the Bonds to be issued by the Agency for the purpose of financing or refinancing the acquisition and rehabilitation of the Projects by the HACB; including for the purpose of reimbursing to the HACB costs incurred for the Projects prior to the issuance of the Bonds.

Section 3. The Bonds will be payable solely from the revenues of the Projects and other authorized revenues pursuant to a loan agreement or other agreements to be entered into between the HACB and the Agency in connection with the financing of the Projects.

Section 4. The issuance of the Bonds is subject to the following conditions: (a) the Agency and the HACB shall have first agreed to mutually acceptable terms for the sale and delivery of the Bonds, and mutually acceptable terms and conditions of the Bond indenture, loan agreement, and other related documents for the financing of the Projects; (b) all requisite governmental approvals shall have first been obtained; and (c) a resolution approving the financing documents to which the HACB will be a party shall have been adopted by the Board of Commissioners of the HACB.

Section 5. It is intended that this Resolution shall constitute “some other similar official action” towards the issuance of bonds within the meaning of Section 1.103-8(a)(5) of the Treasury Regulations and “official intent” within the meaning of Section 1.150-2 of the Treasury Regulations, each as applicable under Section 103 of the Internal Revenue Code of 1986, as amended.

Section 6. This Resolution shall take effect immediately upon its passage.

PASSED AND ADOPTED this Fifteenth day of August, 2019.

AYES:

NOES:

ABSENT:

ABSTAIN:

Laura Moravec
Chair, Board of Commissioners
Housing Authority of the County of Butte

ATTEST:

Edward S. Mayer
Secretary
Housing Authority of the County of Butte

HOUSING AUTHORITY OF THE COUNTY OF BUTTE

RESOLUTION NO. 4748

A RESOLUTION OF THE HOUSING AUTHORITY OF THE COUNTY OF BUTTE APPROVING A BRIDGE LOAN FOR THE PURPOSE OF REFINANCING ITS MULTIFAMILY HOUSING REVENUE BONDS (AFFORDABLE HOUSING POOL), SERIES 2000A, AND AUTHORIZING RELATED ACTIONS

WHEREAS, the Housing Authority of the County of Butte (the “HACB”) previously issued its Multifamily Housing Revenue Bonds (Affordable Housing Pool), Series 2000A (the “Bonds”) pursuant to a Trust Indenture, dated as of July 1, 2000 (the “Indenture”), between the HACB and Chase Manhattan Trust Company, National Association, as trustee; and

WHEREAS, the Bonds financed five (5) housing projects, including Kathy Court Apartments in Paradise, California (“Kathy Court”); and

WHEREAS, Kathy Court was destroyed by fire in 2018, and insurance proceeds received by the HACB were used to cause a special mandatory redemption of a portion of the Bonds on August 1, 2019, leaving \$1,335,000 principal amount of Bonds outstanding; and

WHEREAS, the Bonds bear interest at a higher than market rate and are subject to optional redemption on interest payment dates, which are October 1 and April 1; and

WHEREAS, in order to obtain interest rate savings, the HACB desires to obtain a bridge loan in an amount not to exceed \$750,000, which, together with reserve funds held under the Indenture, would allow the HACB to pay current debt service on and redeem the Bonds in full on October 1, 2019; and

WHEREAS, the HACB intends to refinance the bridge loan from proceeds of a long-term bond financing, which financing is anticipated to refinance the remaining Bond-financed projects, certain other housing projects owned by the HACB and the rehabilitation of said projects; and

WHEREAS, the HACB now desires to authorize certain actions related to obtaining a bridge loan for purposes of redeeming the outstanding Bonds.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the County of Butte as follows:

Section 1. The HACB finds and determines that the foregoing recitals are true and correct.

Section 2. The HACB hereby authorizes the Executive Director take any and all actions necessary to obtain a bridge loan in an amount not to exceed \$750,000 to be used for the purpose of redeeming the Bonds on the October 1, 2019 call date.

Section 3. All actions heretofore taken by the officers and agents of the HACB with respect to the financing contemplated by this Resolution are hereby approved, confirmed and ratified, and the proper officers of the HACB are hereby authorized, for and in the name and on behalf of the HACB, to do any and all things, and take any and all actions and execute, and the Secretary is authorized to attest

such signature, and deliver any and all certificates, agreements, assignments, and other documents which they, or any of them, may deem necessary or advisable in order to consummate the bridge loan in accordance with this Resolution and resolutions heretofore adopted by the Agency.

Section 4. This Resolution shall take effect immediately upon its passage.

PASSED AND ADOPTED this Fifteenth day of August, 2019.

AYES:

NOES:

ABSENT:

ABSTAIN:

Laura Moravec
Chair, Board of Commissioners
Housing Authority of the County of Butte

ATTEST:

Edward S. Mayer
Secretary
Housing Authority of the County of Butte

August 9, 2019

MEMO

To: HACB Commissioners

From: Larry Guanzon, Deputy Executive Director

Subject: Utility Allowances:

- HUD Low Income Public Housing
- Butte County Section 8 Housing Choice Voucher Program
- Glenn County Section 8 Housing Choice Voucher Program
- Other Properties (Chico Commons, Walker Commons, 1200 Park Avenue, Harvest Park, Gridley Springs II)
- Gridley Farm Labor Housing

The HACB has completed its annual review of Utility Allowances, used for administration of HACB's Public Housing and Section 8 programs. The 2019/2020 Utility Allowances review was completed under contract by the Management Resource Group, Inc. (MRG) used a blended methodology, combining the "Engineering-based" and "Consumption-Based" approaches to arrive at their conclusions. Utility Allowances must be reviewed annually, and adjusted if there is an increase of more than 10%.

Utility Allowances were established for each dwelling unit category, unit size, assuming "reasonable" consumption by an energy-conservative household.

In comparison to last year's UA's for Public Housing & Section 8 in **Chico, Biggs - Gridley, and Oroville** electric rates remained steady and Cal water rates were lower. Natural gas rates were slightly higher.

The increases or decreases reflect changes in utility rates, assumes use of PG&E "CARE" rates, as well as the time lapse between the old and new studies.

Enclosed are the Proposed Monthly Utility Allowances.

For Public Housing Residents only, pursuant to regulation 24CFR 965.502, the Housing Authority of the County of Butte will provide 60 days' notice to all Public Housing residents of the proposed utility allowances.

Recommended is a motion to implement Utility Allowances as proposed for the upcoming 2019/2020 year, effective January 1, 2020 for Public Housing and October 1, 2019 for Section 8 HCV Program.

Tax Credit Properties UA's to be implemented within ninety (90) of board approval.

Gridley Farm Labor UA's to be implemented after Board and USDA Approval.



(530) 895-4474
FAX (530) 895-4459
TDD/TTY (800) 735-2929
(800) 564-2999 Butte County Only
WEBSITE: www.butte-housing.com
2039 Forest Avenue • Chico, CA 95928

HOUSING AUTHORITY of the County of Butte

August 16, 2019

To: ALL PUBLIC HOUSING RESIDENTS

Subject: Public Housing Program – Notice of Proposed Utility Allowances, CY 2020

The Housing Authority of the County of Butte (HACB) has completed its annual review of Utility Allowances for the Public Housing program and encourages residents to review the proposed utility allowances and their supporting documentation. Residents may provide written comment to the HACB.

The HACB here provides to residents of its HUD Low Income Public Housing sixty (60) day notice of implementation of the proposed utility allowances (in accordance with federal regulation 24 CFR 965.502).

DATES AVAILABLE FOR REVIEW: August 16, 2019 to October 17, 2019.

HACB records and documents which provide the basis for the proposed Utility Allowances are available for review and comment, during the dates listed above, at the following locations:

- HACB's main administrative office, located at **2039 Forest Ave, Chico, CA.**
- HACB's Farm Labor Housing office, located at **850 East Gridley Rd, Gridley, CA.**

Proposed changes have been made to the HACB's Utility Allowances schedule because of changing local utility rates. The methodology for Utility Allowance determination is based on consumption data, utility rate adjustments, local climate, and building construction type, (in accordance with 24 CFR 965.507).

The HACB will gather all comments received and review them at the close of the comment period, which is not sooner than 60 days from the date of this notice, or October 17, 2019. The HACB will respond to comments within twenty one (21) days of the close of the comment period. Written comments will be kept by the HACB and will be available for inspection by Public Housing residents.

PROPOSED EFFECTIVE DATE OF IMPLEMENTATION IS JANUARY 1, 2020.

Note: Requests for relief from surcharges for excess consumption, payment of supplier billings in excess of the allowances for resident purchased utilities, may be granted by the PHA on reasonable grounds, such as special needs for the elderly, ill or disabled residents, or special factors, on a case by case basis.



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



Public Housing Utility Allowance Estimates



**Prepared for the
Housing Authority of
the County of Butte
Chico, California**

June 2019

Management Resource Group, Inc.

2402 Mount Vernon Road, Suite 200 / Atlanta, Georgia 30338
Tel: 770♦396♦9856 / Fax: 678♦954♦8026 / atlmrg@comcast.net

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Summary

**HOUSING AUTHORITY OF THE COUNTY OF BUTTE
CHICO, CALIFORNIA**

UTILITY ALLOWANCE ESTIMATES

FY 2019/2020

CA 43-1A, Gridley				
	Electricity	Natural Gas	Water/Sewer	Total
2 Bedroom	46.00	33.00	59.00	\$ 138.00
3 Bedroom	51.00	39.00	61.00	\$ 151.00
4 Bedroom	56.00	46.00	63.00	\$ 165.00

CA 43-1B, Gridley				
	Electricity	Natural Gas	Water/Sewer	Total
1 Bedroom ADA	49.00	19.00	59.00	\$ 127.00
2 Bedroom	46.00	33.00	61.00	\$ 140.00
3 Bedroom	51.00	39.00	61.00	\$ 151.00
4 Bedroom	56.00	46.00	63.00	\$ 165.00
5 Bedroom	61.00	53.00	63.00	\$ 177.00

CA 43-2A, Biggs				
	Electricity	Natural Gas	Water/Sewer	Total
1 Bedroom ADA	45.00	19.00	129.00	\$ 193.00
2 Bedroom	43.00	33.00	129.00	\$ 205.00
3 Bedroom	47.00	39.00	129.00	\$ 215.00
4 Bedroom	52.00	46.00	129.00	\$ 227.00

CA 43-2B, Biggs				
	Electricity	Natural Gas	Water/Sewer	Total
2 Bedroom	43.00	33.00	129.00	\$ 205.00
3 Bedroom	47.00	39.00	129.00	\$ 215.00

CA 43-3, Chico				
	Electricity	Natural Gas	Water/Sewer	Total
1 Bedroom	34.00	27.00	52.00	\$ 113.00
2 Bedroom	37.00	32.00	55.00	\$ 124.00
3 Bedroom	41.00	38.00	57.00	\$ 136.00
4 Bedroom	46.00	45.00	60.00	\$ 151.00

***Note:** The Housing Authority of the County of Butte is in the process of installing individual water meters on each apartment. When this has been done, that apartment would be responsible to the water/sewer provider for the billing and an allowance would then be applied.*

**HOUSING AUTHORITY OF THE COUNTY OF BUTTE
CHICO, CALIFORNIA**

UTILITY ALLOWANCE ESTIMATES

FY 2019/2020

CA 43-3, Chico - ADA				
	Electricity	Natural Gas	Water/Sewer	Total
1 Bedroom	39.00	18.00	52.00	\$ 109.00
2 Bedroom	45.00	23.00	55.00	\$ 123.00
3 Bedroom	50.00	27.00	57.00	\$ 134.00

CA 43-4, Gridley				
	Electricity	Natural Gas	Water/Sewer	Total
1 Bedroom	44.00	27.00	59.00	\$ 130.00
2 Bedroom	46.00	33.00	61.00	\$ 140.00
3 Bedroom	51.00	39.00	61.00	\$ 151.00
4 Bedroom	56.00	46.00	63.00	\$ 165.00

CA 43-10, Winston Gardens				
	Electricity	Natural Gas	Water/Sewer	Total
1 Bedroom	71.00	16.00	-	\$ 87.00
2 Bedroom	84.00	20.00	-	\$ 104.00

CA 43-13, Rhodes Terrace and Shelton Oaks				
	Electricity	Natural Gas	Water/Sewer	Total
2 Bedroom	35.00	29.00	55.00	\$ 119.00
3 Bedroom	41.00	33.00	57.00	\$ 131.00

CA 43-14, Oroville				
	Electricity	Natural Gas	Water/Sewer	Total
3 Bedroom	39.00	36.00	32.00	\$ 107.00

CA 43-15, Oroville				
	Electricity	Natural Gas	Water/Sewer	Total
3 Bedroom	44.00	34.00	43.00	\$ 121.00

Note: *The Housing Authority of the County of Butte is in the process of installing individual water meters on each apartment. When this has been done, that apartment would be responsible to the water/sewer provider for the billing and an allowance would then be applied.*

Section 8
Housing Choice Voucher Program
Utility Allowance Estimates



Prepared for the
Housing Authority of
the County of Butte
Chico, California

June 2019

Management Resource Group, Inc.

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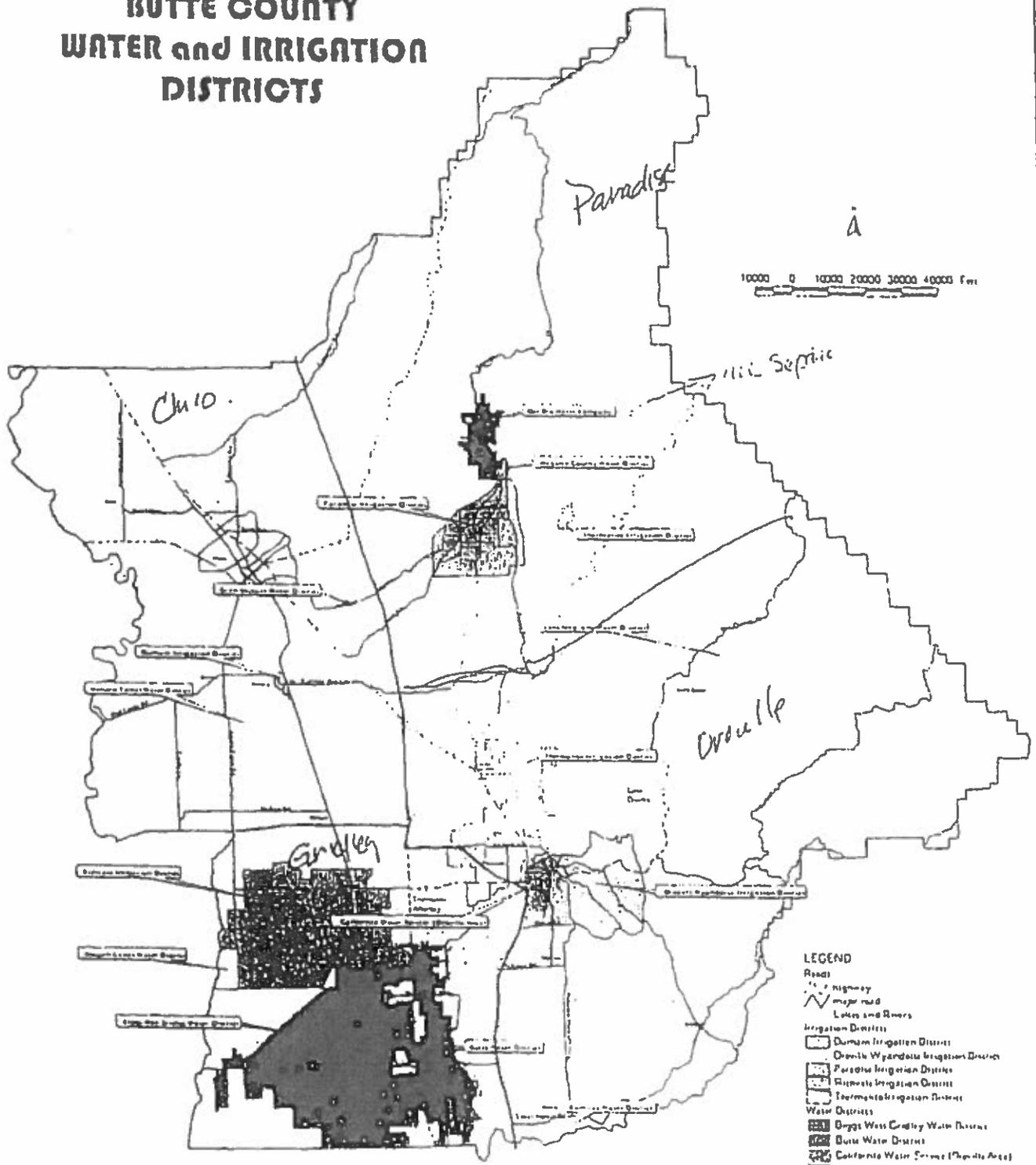
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Current Utility Rate Schedules

**Housing Choice Voucher
Utility Allowance Estimates**

BUTTE COUNTY WATER and IRRIGATION DISTRICTS



- LEGEND**
- Road
 - Highway
 - Major road
 - ~ Lakes and Rivers
 - Irrigation Districts**
 - ▭ Duran Irrigation District
 - ▭ Duran Wyandale Irrigation District
 - ▭ Paradise Irrigation District
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 - Water Districts**
 - ▭ Biggs West Gravelly Water District
 - ▭ Butte Water District
 - ▭ California Water Service (Paradise Area)
 - ▭ Del Oro Water District
 - ▭ Green Mutual Water District
 - ▭ Lees Madras Water District
 - ▭ Magenta Camp & Water District
 - ▭ Rimous Water District
 - ▭ Western Canal Water District

BUTTE COUNTY
DEPARTMENT OF DEVELOPMENT SERVICES
D/S DIVISION
DATE PRINTED, JANUARY 24, 2003

Chico Water Area

Allowances for Tenant-Furnished Utilities and Other Services

U.S. DEPARTMENT OF HOUSING
AND URBAN DEVELOPMENT
Office of Public and Indian Housing

OMB Approval No. 2577-0169
(exp. 09/30/2019)

Locality		Unit Type		Date (mm/dd/yyyy)			
Housing Authority of the County of Butte Chico Water Area		Single Family		01/01/20			
Utility or Service		Monthly Dollar Allowances					
		0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Heating	a. Natural Gas	13	16	20	25	29	31
	b. Bottle Gas	36	46	55	70	82	89
	c. Electric PG & E	22	24	31	36	41	47
	d. Electric	0	0	0	0	0	0
	e. Fuel Oil	0	0	0	0	0	0
Cooking	a. Natural Gas	3	3	3	3	4	4
	b. Bottle Gas	7	8	8	9	10	11
	c. Electric PG & E	10	11	13	14	16	17
	d. Electric	0	0	0	0	0	0
Other Electric		25	33	39	47	56	66
Air Conditioning	Refrigerated Air	10	12	16	19	22	25
	Evap Cooling	2	2	3	3	3	4
Water Heating	a. Natural Gas	11	11	13	16	19	21
	b. Bottle Gas	18	18	25	34	42	49
	c. Electric PG & E	17	18	24	33	41	47
	d. Electric	0	0	0	0	0	0
Water	Chico	18	18	22	25	29	32
Sewer	Chico	35	35	35	35	35	35
Trash Collector Recology		32	32	32	32	32	32
Range		6	6	6	6	6	6
Refrigerator		4	4	4	4	4	4
Other -specify Customer Charge	a. Electric PG & E	5	5	5	5	5	5
	b. Electric	0	0	0	0	0	0
	c. Natural Gas	3	3	3	3	3	3
Actual Family Allowances - To be used by the family to compute allowance. Complete below for the actual unit rented.				Utility or Service		per month cost	
Name of Family				Heating		\$	
				Cooking			
Address of Unit				Other Electric			
				Air Conditioning			
Number of Bedrooms				Water Heating			
				Water			
				Sewer			
				Trash Collection			
				Range/Microwave			
				Refrigerator			
				Other			
				Total		\$	

form HUD-52667 (12/97)
ref Handbook 7420.8

Allowances for Tenant-Furnished Utilities and Other Services

U.S. DEPARTMENT OF HOUSING
AND URBAN DEVELOPMENT
Office of Public and Indian Housing

OMB Approval No. 2577-0169
(exp. 09/30/2019)

Locality		Unit Type		Date (mm/dd/yyyy)			
Housing Authority of the County of Butte Chico Water Area		Manufactured/Mobile Home		01/01/20			
Utility or Service		Monthly Dollar Allowances					
		0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Heating	a. Natural Gas	11	15	18	22	26	28
	b. Bottle Gas	33	42	50	63	74	80
	c. Electric PG & E	20	22	28	32	37	42
	d. Electric	0	0	0	0	0	0
	e. Fuel Oil	0	0	0	0	0	0
Cooking	a. Natural Gas	3	3	3	3	4	4
	b. Bottle Gas	7	8	8	9	10	11
	c. Electric PG & E	10	11	13	14	16	17
	d. Electric	0	0	0	0	0	0
Other Electric		25	33	39	47	56	66
Air Conditioning	Refrigerated Air	9	11	15	17	20	22
	Evap Cooling	2	2	3	3	3	4
Water Heating	a. Natural Gas	11	11	13	16	19	21
	b. Bottle Gas	18	18	25	34	42	49
	c. Electric PG & E	17	18	24	33	41	47
	d. Electric	0	0	0	0	0	0
Water	Chico	10	10	10	10	10	10
Sewer	Chico	10	10	10	10	10	10
Trash Collector	Recology	32	32	32	32	32	32
Range		6	6	6	6	6	6
Refrigerator		4	4	4	4	4	4
Other -specify Customer Charge	a. Electric PG & E	5	5	5	5	5	5
	b. Electric	0	0	0	0	0	0
	c. Natural Gas	3	3	3	3	3	3
Actual Family Allowances - To be used by the family to compute allowance. Complete below for the actual unit rented.				Utility or Service		per month cost	
Name of Family				Heating			
				Cooking			
Address of Unit				Other Electric			
				Air Conditioning			
Number of Bedrooms				Water Heating			
				Water			
				Sewer			
				Trash Collection			
				Range/Microwave			
				Refrigerator			
				Other			
				Total			

form HUD-52667 (12/97)
ref Handbook 7420.8

Allowances for Tenant-Furnished Utilities and Other Services

U.S. DEPARTMENT OF HOUSING
AND URBAN DEVELOPMENT
Office of Public and Indian Housing

OMB Approval No. 2577-0169
(exp. 09/30/2019)

Locality		Unit Type		Date (mm/dd/yyyy)			
Housing Authority of the County of Butte Chico Water Area		Duplex		01/01/20			
Utility or Service		Monthly Dollar Allowances					
		0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Heating	a. Natural Gas	11	14	17	21	24	26
	b. Bottle Gas	31	39	47	60	70	75
	c. Electric PG & E	19	21	26	30	35	40
	d. Electric	0	0	0	0	0	0
	e. Fuel Oil	0	0	0	0	0	0
Cooking	a. Natural Gas	3	3	3	3	4	4
	b. Bottle Gas	7	8	8	9	10	11
	c. Electric PG & E	10	11	13	14	16	17
	d. Electric	0	0	0	0	0	0
Other Electric		25	33	39	47	56	66
Air Conditioning	Refrigerated Air	9	10	14	16	18	21
	Evap Cooling	2	2	3	3	3	4
Water Heating	a. Natural Gas	11	11	13	16	19	21
	b. Bottle Gas	18	18	25	34	42	49
	c. Electric PG & E	17	18	24	33	41	47
	d. Electric	0	0	0	0	0	0
Water	Chico	10	10	10	10	10	10
Sewer	Chico	10	10	10	10	10	10
Trash Collector Recology		32	32	32	32	32	32
Range		6	6	6	6	6	6
Refrigerator		4	4	4	4	4	4
Other -specify Customer Charge	a. Electric PG & E	5	5	5	5	5	5
	b. Electric	0	0	0	0	0	0
	c. Natural Gas	3	3	3	3	3	3
Actual Family Allowances - To be used by the family to compute allowance. Complete below for the actual unit rented.					Utility or Service		per month cost
Name of Family					Heating		
					Cooking		
					Other Electric		
Address of Unit					Air Conditioning		
					Water Heating		
					Water		
					Sewer		
					Trash Collection		
					Range/Microwave		
Number of Bedrooms					Refrigerator		
					Other		
					Total		

form HUD-52667 (12/97)
ref Handbook 7420.8

Allowances for Tenant-Furnished Utilities and Other Services

U.S. DEPARTMENT OF HOUSING
AND URBAN DEVELOPMENT
Office of Public and Indian Housing

OMB Approval No. 2577-0169
(exp. 09/30/2019)

Locality		Unit Type					Date (mm/dd/yyyy)	
Housing Authority of the County of Butte Chico Water Area		Flat/Garden/High Rise Apt					01/01/20	
Utility or Service		Monthly Dollar Allowances						
		0 BR	1 BR	2 BR	3 BR	4 BR	5 BR	
Heating	a. Natural Gas	10	13	16	20	23	25	
	b. Bottle Gas	29	37	44	56	66	71	
	c. Electric PG & E	17	19	25	28	33	38	
	d. Electric	0	0	0	0	0	0	
	e. Fuel Oil	0	0	0	0	0	0	
Cooking	a. Natural Gas	3	3	3	3	4	4	
	b. Bottle Gas	7	8	8	9	10	11	
	c. Electric PG & E	10	11	13	14	16	17	
	d. Electric	0	0	0	0	0	0	
Other Electric		25	33	39	47	56	66	
Air Conditioning	Refrigerated Air	8	10	13	15	17	20	
	Evap Cooling	1	2	2	2	3	3	
	a. Natural Gas	11	11	13	16	19	21	
	b. Bottle Gas	18	18	25	34	42	49	
	c. Electric PG & E	17	18	24	33	41	47	
	d. Electric	0	0	0	0	0	0	
Water	Chico	10	10	10	10	10	10	
Sewer	Chico	10	10	10	10	10	10	
Trash Collector Recology		32	32	32	32	32	32	
Range		6	6	6	6	6	6	
Refrigerator		4	4	4	4	4	4	
Other -specify Customer Charge	a. Electric PG & E	5	5	5	5	5	5	
	b. Electric	0	0	0	0	0	0	
	c. Natural Gas	3	3	3	3	3	3	
Actual Family Allowances - To be used by the family to compute allowance. Complete below for the actual unit rented.		Utility or Service					per month cost	
Name of Family		Heating						
		Cooking						
		Other Electric						
		Air Conditioning						
Address of Unit		Water Heating						
		Water						
		Sewer						
		Trash Collection						
		Range/Microwave						
Number of Bedrooms		Refrigerator						
		Other						
		Total						

Gross Water Consumption:

Type	Occ	Toil	Shwr	Dish	Clths	Cook	Hand	Gal/Day	Gal/Yr	Gal/Mo.
0 Bedroom	1.0	18	12	1.5	8	0.3	0.1	39	14381	1198
1 Bedroom	1.1	19	13	1.7	9	0.3	0.1	43	15819	1318
2 Bedroom	2.5	44	30	3.8	20	0.8	0.3	99	35953	2996
3 Bedroom	3.5	61	42	5.3	28	1.1	0.4	138	50334	4194
4 Bedroom	5.0	88	60	7.5	40	1.5	0.5	197	71905	5992
5 Bedroom	6.0	105	72	9.0	48	1.8	0.6	236	86286	7191
6 Bedroom	8.0	140	96	12.0	64	2.4	0.8	315	115048	9587

Gal Each % Hot Water

Toilet Flush:	3.5	0%	5	Flushes per person per day
Shower:	12	50%	1	Showers per person per day
Dishload:	3	25%	0.5	Dishloads per person per day
Laundry load:	40	50%	0.2	Clothesloads per person per day
Meal:	0.1	0%	3	Meals per person per day
Handwashing:	0.1	50%	10	Handwashings per person per day

Water & Sewer Tables

Bedroom Size	Consumption per Month (CCF)	Allowance per Month
0	1.6	\$17.57
1	1.8	\$17.93
2	4	\$21.96
3	5.6	\$24.89
4	8	\$29.28
5	9.6	\$32.21

Water & Sewage Rate Schedule

Base Charge:		13.94
Energy Charge:		
First	10 CCF	\$1.74350
31 Next	21 CCF	\$1.84990
62 Next	31 CCF	\$1.95600
10052 Next	10,000 CCF	\$1.95600
Cost Adjustment:		0
Tax:		5%

Gross Water Consumption:

Type	Occ	Toil	Shwr	Dish	Clths	Cook	Hand	Gal/Day	Gal/Yr	Gal/Mo.
0 Bedroom	1.0	18	12	1.5	8	0.3	0.1	39	14381	1198
1 Bedroom	1.1	19	13	1.7	9	0.3	0.1	43	15819	1318
2 Bedroom	2.5	44	30	3.8	20	0.8	0.3	99	35953	2996
3 Bedroom	3.5	61	42	5.3	28	1.1	0.4	138	50334	4194
4 Bedroom	5.0	88	60	7.5	40	1.5	0.5	197	71905	5992
5 Bedroom	6.0	105	72	9.0	48	1.8	0.6	236	86286	7191
6 Bedroom	8.0	140	96	12.0	64	2.4	0.8	315	115048	9587

Gal Each % Hot Water

Toilet Flush:	3.5	0%	5	Flushes per person per day
Shower:	12	50%	1	Showers per person per day
Dishload:	3	25%	0.5	Dishloads per person per day
Laundry load:	40	50%	0.2	Clothesloads per person per day
Meal:	0.1	0%	3	Meals per person per day
Handwashing:	0.1	50%	10	Handwashings per person per day

Water & Sewer Tables

Bedroom Size	Consumption per Month (CCF)	Allowance per Month
0	1.6	\$34.84
1	1.8	\$34.84
2	4	\$34.84
3	5.6	\$34.84
4	8	\$34.84
5	9.6	\$34.84

Water & Sewage Rate Schedule

Base Charge:		33.18
Energy Charge:		
First	100 CCF	\$0.00000
2200 Next	2,100 CCF	\$0.00000
3200 Next	1,000 CCF	\$0.00000
13100 Next	10,000 CCF	\$0.00000
Cost Adjustment:		0
Tax:		5%

Durham Water Area

Allowances for Tenant-Furnished Utilities and Other Services

U.S. DEPARTMENT OF HOUSING
AND URBAN DEVELOPMENT
Office of Public and Indian Housing

OMB Approval No. 2577-0169
(exp. 09/30/2019)

Locality		Unit Type		Date (mm/dd/yyyy)			
Housing Authority of the County of Butte Durham Irrigation District		Single Family		01/01/20			
Utility or Service		Monthly Dollar Allowances					
		0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Heating	a. Natural Gas	13	16	20	25	29	31
	b. Bottle Gas	36	46	55	70	82	89
	c. Electric PG & E	22	24	31	36	41	47
	d. Electric	0	0	0	0	0	0
	e. Fuel Oil	0	0	0	0	0	0
Cooking	a. Natural Gas	3	3	3	3	4	4
	b. Bottle Gas	7	8	8	9	10	11
	c. Electric P G & E	10	11	13	14	16	17
	d. Electric	0	0	0	0	0	0
Other Electric		25	33	39	47	56	66
Air Conditioning	Refrigerated Air	10	12	16	19	22	25
	Evap Cooling	2	2	3	3	3	4
Water Heating	a. Natural Gas	11	11	13	16	19	21
	b. Bottle Gas	18	18	25	34	42	49
	c. Electric P G & E	17	18	24	33	41	47
	d. Electric	0	0	0	0	0	0
Water	Durham	20	20	21	21	22	22
Sewer	Chico	35	35	35	35	35	35
Trash Collector Recology		32	32	32	32	32	32
Range		6	6	6	6	6	6
Refrigerator		4	4	4	4	4	4
Other -specify Customer Charge	a. Electric P G & E	5	5	5	5	5	5
	b. Electric	0	0	0	0	0	0
	c. Natural Gas	3	3	3	3	3	3
Actual Family Allowances - To be used by the family to compute allowance.				Utility or Service		per month cost	
Complete below for the actual unit rented.				Heating		\$	
Name of Family				Cooking			
				Other Electric			
Address of Unit				Air Conditioning			
				Water Heating			
				Water			
				Sewer			
				Trash Collection			
				Range/Microwave			
				Refrigerator			
Number of Bedrooms				Other			
				Total		\$	

Allowances for Tenant-Furnished Utilities and Other Services

U.S. DEPARTMENT OF HOUSING
AND URBAN DEVELOPMENT
Office of Public and Indian Housing

OMB Approval No. 2577-0169
(exp 09/30/2019)

Locality		Unit Type		Date (mm/dd/yyyy)			
Housing Authority of the County of Butte Durham Irrigation District		Manufactured/Mobile Home		01/01/20			
Utility or Service		Monthly Dollar Allowances					
		0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Heating	a. Natural Gas	11	15	18	22	26	28
	b. Bottle Gas	33	42	50	63	74	80
	c. Electric PG & E	20	22	28	32	37	42
	d. Electric	0	0	0	0	0	0
	e. Fuel Oil	0	0	0	0	0	0
Cooking	a. Natural Gas	3	3	3	3	4	4
	b. Bottle Gas	7	8	8	9	10	11
	c. Electric PG & E	10	11	13	14	16	17
	d. Electric	0	0	0	0	0	0
Other Electric		25	33	39	47	56	66
Air Conditioning	Refrigerated Air	9	11	15	17	20	22
	Evap Cooling	2	2	3	3	3	4
Water Heating	a. Natural Gas	11	11	13	16	19	21
	b. Bottle Gas	18	18	25	34	42	49
	c. Electric PG & E	17	18	24	33	41	47
	d. Electric	0	0	0	0	0	0
Water	Durham	20	20	21	21	22	22
Sewer	Chico	35	35	35	35	35	35
Trash Collector Recology		32	32	32	32	32	32
Range		6	6	6	6	6	6
Refrigerator		4	4	4	4	4	4
Other -specify Customer Charge	a. Electric PG & E	5	5	5	5	5	5
	b. Electric	0	0	0	0	0	0
	c. Natural Gas	3	3	3	3	3	3
Actual Family Allowances - To be used by the family to compute allowance. Complete below for the actual unit rented.					Utility or Service		per month cost
Name of Family					Heating		
					Cooking		
					Other Electric		
					Air Conditioning		
Address of Unit					Water Heating		
					Water		
					Sewer		
					Trash Collection		
					Range/Microwave		
					Refrigerator		
Number of Bedrooms					Other		
					Total		

form HUD-52667 (12/97)
ref Handbook 7420.8

Allowances for Tenant-Furnished Utilities and Other Services

U.S. DEPARTMENT OF HOUSING
AND URBAN DEVELOPMENT
Office of Public and Indian Housing

OMB Approval No. 2577-0169
(exp. 09/30/2019)

Locality		Unit Type		Date (mm/dd/yyyy)			
Housing Authority of the County of Butte Durham Irrigation District		Duplex		01/01/20			
Utility or Service	Monthly Dollar Allowances						
	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR	
Heating	a. Natural Gas	11	14	17	21	24	26
	b. Bottle Gas	31	39	47	60	70	75
	c. Electric PG & E	19	21	26	30	35	40
	d. Electric	0	0	0	0	0	0
	e. Fuel Oil	0	0	0	0	0	0
Cooking	a. Natural Gas	3	3	3	3	4	4
	b. Bottle Gas	7	8	8	9	10	11
	c. Electric PG & E	10	11	13	14	16	17
	d. Electric	0	0	0	0	0	0
Other Electric	25	33	39	47	56	66	
Air Conditioning	Refrigerated Air	9	10	14	16	18	21
	Evap Cooling	2	2	3	3	3	4
Water Heating	a. Natural Gas	11	11	13	16	19	21
	b. Bottle Gas	18	18	25	34	42	49
	c. Electric PG & E	17	18	24	33	41	47
	d. Electric	0	0	0	0	0	0
Water	Durham	20	20	21	21	22	22
Sewer	Chico	35	35	35	35	35	35
Trash Collector	Recology	32	32	32	32	32	32
Range		6	6	6	6	6	6
Refrigerator		4	4	4	4	4	4
Other -specify Customer Charge	a. Electric PG & E	5	5	5	5	5	5
	b. Electric	0	0	0	0	0	0
	c. Natural Gas	3	3	3	3	3	3
Actual Family Allowances - To be used by the family to compute allowance. Complete below for the actual unit rented.				Utility or Service		per month cost	
Name of Family				Heating			
				Cooking			
Address of Unit				Other Electric			
				Air Conditioning			
				Water Heating			
				Water			
				Sewer			
				Trash Collection			
				Range/Microwave			
Number of Bedrooms				Refrigerator			
				Other			
				Total			

Allowances for Tenant-Furnished Utilities and Other Services

U.S. DEPARTMENT OF HOUSING
AND URBAN DEVELOPMENT
Office of Public and Indian Housing

OMB Approval No. 2577-0169
(exp. 09/30/2019)

Locality		Unit Type		Date (mm/dd/yyyy)			
Housing Authority of the County of Butte Durham Irrigation District		Flat/Garden/High Rise Apt		01/01/20			
Utility or Service		Monthly Dollar Allowances					
		0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Heating	a. Natural Gas	10	13	16	20	23	25
	b. Bottle Gas	29	37	44	56	66	71
	c. Electric PG & E	17	19	25	28	33	38
	d. Electric	0	0	0	0	0	0
	e. Fuel Oil	0	0	0	0	0	0
Cooking	a. Natural Gas	3	3	3	3	4	4
	b. Bottle Gas	7	8	8	9	10	11
	c. Electric PG & E	10	11	13	14	16	17
	d. Electric	0	0	0	0	0	0
Other Electric		25	33	39	47	56	66
Air Conditioning	Refrigerated Air	8	10	13	15	17	20
	Evap Cooling	1	2	2	2	3	3
Water Heating	a. Natural Gas	11	11	13	16	19	21
	b. Bottle Gas	18	18	25	34	42	49
	c. Electric PG & E	17	18	24	33	41	47
	d. Electric	0	0	0	0	0	0
Water	Durham	20	20	21	21	22	22
Sewer	Chico	35	35	35	35	35	35
Trash Collector Recology		32	32	32	32	32	32
Range		6	6	6	6	6	6
Refrigerator		4	4	4	4	4	4
Other -specify Customer Charge	a. Electric PG & E	5	5	5	5	5	5
	b. Electric	0	0	0	0	0	0
	c. Natural Gas	3	3	3	3	3	3
Actual Family Allowances - To be used by the family to compute allowance. Complete below for the actual unit rented.				Utility or Service		per month cost	
Name of Family				Heating			
				Cooking			
				Other Electric			
				Air Conditioning			
Address of Unit				Water Heating			
				Water			
				Sewer			
				Trash Collection			
				Range/Microwave			
				Refrigerator			
Number of Bedrooms				Other			
				Total			

Gross Water Consumption:

Type	Occ	Toil	Shwr	Dish	Clths	Cook	Hand	Gal/Day	Gal/Yr	Gal/Mo.
0 Bedroom	1.0	18	12	1.5	8	0.3	0.1	39	14381	1198
1 Bedroom	1.1	19	13	1.7	9	0.3	0.1	43	15819	1318
2 Bedroom	2.5	44	30	3.8	20	0.8	0.3	99	35953	2996
3 Bedroom	3.5	61	42	5.3	28	1.1	0.4	138	50334	4194
4 Bedroom	5.0	88	60	7.5	40	1.5	0.5	197	71905	5992
5 Bedroom	6.0	105	72	9.0	48	1.8	0.6	236	86286	7191
6 Bedroom	8.0	140	96	12.0	64	2.4	0.8	315	115048	9587

Gal Each % Hot Water

Toilet Flush:	3.5	0%	5	Flushes per person per day
Shower:	12	50%	1	Showers per person per day
Dishload:	3	25%	0.5	Dishloads per person per day
Laundry load:	40	50%	0.2	Clothesloads per person per day
Meal:	0.1	0%	3	Meals per person per day
Handwashing:	0.1	50%	10	Handwashings per person per day

Water & Sewer Tables

Bedroom Size	Consumption per Month (CCF)	Allowance per Month
0	1.6	\$20.40
1	1.8	\$20.45
2	4	\$21.00
3	5.6	\$21.40
4	8	\$22.00
5	9.6	\$22.40

Water & Sewage Rate Schedule

Base Charge:		20
Energy Charge:		
First	10 CCF	\$0.25000
31 Next	21 CCF	\$0.25000
62 Next	31 CCF	\$0.25000
10052 Next	10,000 CCF	\$0.25000
Cost Adjustment:		0
Tax:		0%

Gross Water Consumption:

Type	Occ	Toil	Shwr	Dish	Clths	Cook	Hand	Gal/Day	Gal/Yr	Gal/Mo.
0 Bedroom	1.0	18	12	1.5	8	0.3	0.1	39	14381	1198
1 Bedroom	1.1	19	13	1.7	9	0.3	0.1	43	15819	1318
2 Bedroom	2.5	44	30	3.8	20	0.8	0.3	99	35953	2996
3 Bedroom	3.5	61	42	5.3	28	1.1	0.4	138	50334	4194
4 Bedroom	5.0	88	60	7.5	40	1.5	0.5	197	71905	5992
5 Bedroom	6.0	105	72	9.0	48	1.8	0.6	236	86286	7191
6 Bedroom	8.0	140	96	12.0	64	2.4	0.8	315	115048	9587

Gal Each % Hot Water

Toilet Flush:	3.5	0%	5	Flushes per person per day
Shower:	12	50%	1	Showers per person per day
Dishload:	3	25%	0.5	Dishloads per person per day
Laundry load:	40	50%	0.2	Clothesloads per person per day
Meal:	0.1	0%	3	Meals per person per day
Handwashing:	0.1	50%	10	Handwashings per person per day

Water & Sewer Tables

Bedroom Size	Consumption per Month (CCF)	Allowance per Month
0	1.6	\$34.84
1	1.8	\$34.84
2	4	\$34.84
3	5.6	\$34.84
4	8	\$34.84
5	9.6	\$34.84

Water & Sewage Rate Schedule

Base Charge:		33.18
Energy Charge:		
First	100 CCF	\$0.00000
2200 Next	2,100 CCF	\$0.00000
3200 Next	1,000 CCF	\$0.00000
13100 Next	10,000 CCF	\$0.00000
Cost Adjustment:		0
Tax:		5%

Oroville Water Area

Allowances for Tenant-Furnished Utilities and Other Services

U.S. DEPARTMENT OF HOUSING
AND URBAN DEVELOPMENT
Office of Public and Indian Housing

OMB Approval No. 2577-0169
(exp. 09/30/2019)

Locality		Unit Type		Date (mm/dd/yyyy)			
Housing Authority of the County of Butte Oroville Water Area		Single Family		01/01/20			
Utility or Service		Monthly Dollar Allowances					
		0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Heating	a. Natural Gas	13	16	20	25	29	31
	b. Bottle Gas	36	46	55	70	82	89
	c. Electric PG & E	22	24	31	36	41	47
	d. Electric	0	0	0	0	0	0
	e. Fuel Oil	0	0	0	0	0	0
Cooking	a. Natural Gas	3	3	3	3	4	4
	b. Bottle Gas	7	8	8	9	10	11
	c. Electric P G & E	10	11	13	14	16	17
	d. Electric	0	0	0	0	0	0
Other Electric		25	33	39	47	56	66
Air Conditioning	Refrigerated Air	10	12	16	19	22	25
	Evap Cooling	2	2	3	3	3	4
Water Heating	a. Natural Gas	11	11	13	16	19	21
	b. Bottle Gas	18	18	25	34	42	49
	c. Electric P G & E	17	18	24	33	41	47
	d. Electric	0	0	0	0	0	0
Water	Oroville	36	37	43	48	55	59
	Thermalito	30	30	32	33	35	36
Sewer	Oroville	35	35	35	35	35	35
	Thermalito	29	29	29	29	29	29
Trash Collector Recology		32	32	32	32	32	32
Range		6	6	6	6	6	6
Refrigerator		4	4	4	4	4	4
Other -specify Customer Charge	a. Electric P G & E	5	5	5	5	5	5
	b. Electric	0	0	0	0	0	0
	c. Natural Gas	3	3	3	3	3	3
Actual Family Allowances - To be used by the family to compute allowance. Complete below for the actual unit rented.		Utility or Service		per month cost			
Name of Family		Heating		\$			
		Cooking					
Address of Unit		Other Electric					
		Air Conditioning					
Number of Bedrooms		Water Heating					
		Water					
		Sewer					
		Trash Collection					
		Range/Microwave					
		Refrigerator					
		Other					
		Total		\$			

form HUD-52667 (12/97)
ref Handbook 7420.8

Allowances for Tenant-Furnished Utilities and Other Services

U.S. DEPARTMENT OF HOUSING
AND URBAN DEVELOPMENT
Office of Public and Indian Housing

OMB Approval No. 2577-0169
(exp. 09/30/2019)

Locality		Unit Type						Date (mm/dd/yyyy)
Housing Authority of the County of Butte Oroville Water Area		Manufactured/Mobile Home						01/01/20
Utility or Service		Monthly Dollar Allowances						
		0 BR	1 BR	2 BR	3 BR	4 BR	5 BR	
Heating	a. Natural Gas	11	15	18	22	26	28	
	b. Bottle Gas	33	42	50	63	74	80	
	c. Electric PG & E	20	22	28	32	37	42	
	d. Electric	0	0	0	0	0	0	
	e. Fuel Oil	0	0	0	0	0	0	
Cooking	a. Natural Gas	3	3	3	3	4	4	
	b. Bottle Gas	7	8	8	9	10	11	
	c. Electric PG & E	10	11	13	14	16	17	
	d. Electric	0	0	0	0	0	0	
Other Electric		25	33	39	47	56	66	
Air Conditioning	Refrigerated Air	9	11	15	17	20	22	
	Evap Cooling	2	2	3	3	3	4	
Water Heating	a. Natural Gas	11	11	13	16	19	21	
	b. Bottle Gas	18	18	25	34	42	49	
	c. Electric PG & E	17	18	24	33	41	47	
	d. Electric	0	0	0	0	0	0	
Water	Oroville	36	37	43	48	55	59	
	Thermalito	30	30	32	33	35	36	
Sewer	Oroville	35	35	35	35	35	35	
	Thermalito	29	29	29	29	29	29	
Trash Collector Recology		32	32	32	32	32	32	
Range		6	6	6	6	6	6	
Refrigerator		4	4	4	4	4	4	
Other -specify Customer Charge	a. Electric PG & E	5	5	5	5	5	5	
	b. Electric	0	0	0	0	0	0	
	c. Natural Gas	3	3	3	3	3	3	
Actual Family Allowances - To be used by the family to compute allowance. Complete below for the actual unit rented.					Utility or Service		per month cost	
Name of Family					Heating			
					Cooking			
Address of Unit					Other Electric			
					Air Conditioning			
Number of Bedrooms					Water Heating			
					Water			
					Sewer			
					Trash Collection			
					Range/Microwave			
					Refrigerator			
					Other			
					Total			

Allowances for Tenant-Furnished Utilities and Other Services

U.S. DEPARTMENT OF HOUSING
AND URBAN DEVELOPMENT
Office of Public and Indian Housing

OMB Approval No. 2577-0169
(exp. 09/30/2019)

Locality Housing Authority of the County of Butte Oroville Water Area		Unit Type Duplex		Date (mm/dd/yyyy) 01/01/20			
Utility or Service		Monthly Dollar Allowances					
		0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Heating	a. Natural Gas	11	14	17	21	24	26
	b. Bottle Gas	31	39	47	60	70	75
	c. Electric PG & E	19	21	26	30	35	40
	d. Electric	0	0	0	0	0	0
	e. Fuel Oil	0	0	0	0	0	0
Cooking	a. Natural Gas	3	3	3	3	4	4
	b. Bottle Gas	7	8	8	9	10	11
	c. Electric PG & E	10	11	13	14	16	17
	d. Electric	0	0	0	0	0	0
Other Electric		25	33	39	47	56	66
Air Conditioning	Refrigerated Air	9	10	14	16	18	21
	Evap Cooling	2	2	3	3	3	4
Water Heating	a. Natural Gas	11	11	13	16	19	21
	b. Bottle Gas	18	18	25	34	42	49
	c. Electric PG & E	17	18	24	33	41	47
	d. Electric	0	0	0	0	0	0
Water	Oroville	36	37	43	48	55	59
	Thermalito	30	30	32	33	35	36
Sewer	Oroville	35	35	35	35	35	35
	Thermalito	29	29	29	29	29	29
Trash Collector Recology		32	32	32	32	32	32
Range		6	6	6	6	6	6
Refrigerator		4	4	4	4	4	4
Other -specify Customer Charge	a. Electric PG & E	5	5	5	5	5	5
	b. Electric	0	0	0	0	0	0
	c. Natural Gas	3	3	3	3	3	3
Actual Family Allowances - To be used by the family to compute allowance. Complete below for the actual unit rented.				Utility or Service		per month cost	
Name of Family				Heating			
				Cooking			
Address of Unit				Other Electric			
				Air Conditioning			
Number of Bedrooms				Water Heating			
				Water			
				Sewer			
				Trash Collection			
				Range/Microwave			
				Refrigerator			
				Other			
				Total			

Allowances for Tenant-Furnished Utilities and Other Services

U.S. DEPARTMENT OF HOUSING
AND URBAN DEVELOPMENT
Office of Public and Indian Housing

OMB Approval No. 2577-0169
(exp. 09/30/2019)

Locality		Unit Type		Date (mm/dd/yyyy)			
Housing Authority of the County of Butte Oroville Water Area		Flat/Garden/High Rise Apt		01/01/20			
Utility or Service	Monthly Dollar Allowances						
	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR	
Heating	a. Natural Gas	10	13	16	20	23	25
	b. Bottle Gas	29	37	44	56	66	71
	c. Electric PG & E	17	19	25	28	33	38
	d. Electric	0	0	0	0	0	0
	e. Fuel Oil	0	0	0	0	0	0
Cooking	a. Natural Gas	3	3	3	3	4	4
	b. Bottle Gas	7	8	8	9	10	11
	c. Electric PG & E	10	11	13	14	16	17
	d. Electric	0	0	0	0	0	0
Other Electric	25	33	39	47	56	66	
Air Conditioning	Refrigerated Air	8	10	13	15	17	20
	Evap Cooling	1	2	2	2	3	3
Water Heating	a. Natural Gas	11	11	13	16	19	21
	b. Bottle Gas	18	18	25	34	42	49
	c. Electric PG & E	17	18	24	33	41	47
	d. Electric	0	0	0	0	0	0
Water	Oroville	36	37	43	48	55	59
	Thermalito	30	30	32	33	35	36
Sewer	Oroville	35	35	35	35	35	35
	Thermalito	29	29	29	29	29	29
Trash Collector Recology	32	32	32	32	32	32	
Range	6	6	6	6	6	6	
Refrigerator	4	4	4	4	4	4	
Other -specify Customer Charge	a. Electric PG & E	5	5	5	5	5	5
	b. Electric	0	0	0	0	0	0
	c. Natural Gas	3	3	3	3	3	3
Actual Family Allowances - To be used by the family to compute allowance. Complete below for the actual unit rented.				Utility or Service		per month cost	
Name of Family				Heating			
				Cooking			
Address of Unit				Other Electric			
				Air Conditioning			
				Water Heating			
				Water			
				Sewer			
				Trash Collection			
				Range/Microwave			
				Refrigerator			
Number of Bedrooms				Other			
				Total			

Section 8
Housing Choice Voucher Program
Utility Allowance Estimates



Prepared for
Glenn County
Housing Authority of the County of Butte

June 2019

Management Resource Group, Inc.

2402 Mount Vernon Road, Suite 200 / Atlanta, Georgia 30338

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U.S. DEPARTMENT OF HOUSING
AND URBAN DEVELOPMENT
Office of Public and Indian Housing

OMB Approval No. 2577-0169
(exp. 09/30/2019)

Locality		Unit Type		Date (mm/dd/yyyy)			
Housing Authority of the County of Butte Glenn County Orland Water Area		Manufactured/Mobile Home		01/01/20			
Utility or Service	Monthly Dollar Allowances						
	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR	
Heating	a. Natural Gas	11	15	18	22	26	28
	b. Bottle Gas	33	42	50	63	74	80
	c. Electric PGE	20	22	28	32	37	42
	d. Electric	0	0	0	0	0	0
	e. Fuel Oil	0	0	0	0	0	0
Cooking	a. Natural Gas	3	3	3	3	4	4
	b. Bottle Gas	7	8	8	9	10	11
	c. Electric PGE	10	11	13	14	16	17
	d. Electric	10	11	13	14	16	17
Other Electric	25	33	39	47	56	66	
Air Conditioning	Refrigerated Air	9	11	15	17	20	22
	Evap Cooling	2	2	3	3	3	4
Water Heating	a. Natural Gas	11	11	13	16	19	21
	b. Bottle Gas	18	18	25	34	42	49
	c. Electric PGE	17	18	24	33	41	47
	d. Electric	0	0	0	0	0	0
Water	In-City	29	29	29	29	29	29
	Out-City	57	57	57	57	57	57
Sewer	In-City	26	26	26	26	26	26
	Out-City	56	56	56	56	56	56
Trash Collector	In-City	27	27	27	27	27	27
Trash Collector	County	27	27	27	27	27	27
Range		6	6	6	6	6	6
Refrigerator		7	7	7	7	7	7
Other -specify Customer Charge	a. Electric PGE	5	5	5	5	5	5
	b. Electric	0	0	0	0	0	0
	c. Natural Gas	3	3	3	3	3	3
Actual Family Allowances - To be used by the family to compute allowance. Complete below for the actual unit rented.				Utility or Service		per month cost	
Name of Family				Heating			
				Cooking			
Address of Unit				Other Electric			
				Air Conditioning			
				Water Heating			
				Water			
				Sewer			
				Trash Collection			
				Range/Microwave			
				Refrigerator			
Number of Bedrooms				Other			
				Total			

form HUD-52667 (12/97)
ref Handbook 7420.8

Allowances for Tenant-Furnished Utilities and Other Services

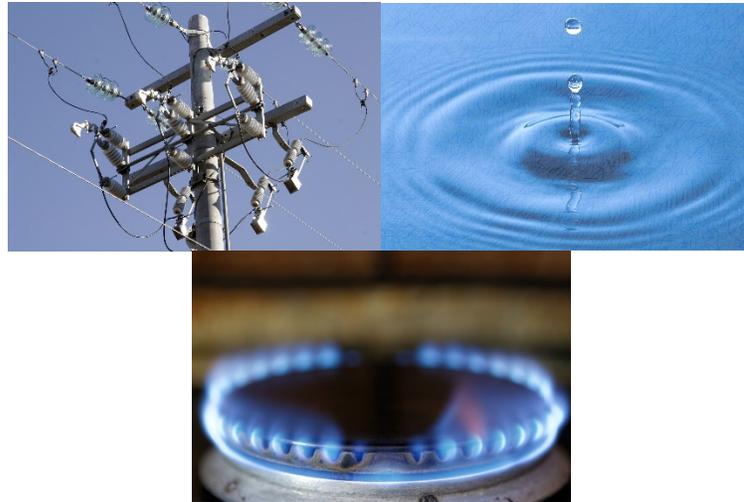
U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
Office of Public and Indian Housing

OMB Approval No. 2577-0169
(exp. 09/30/2019)

Locality		Unit Type		Date (mm/dd/yyyy)			
Housing Authority of the County of Butte Glenn County Orland Water Area		Flat/Garden/High Rise Apt		01/01/20			
Utility or Service	Monthly Dollar Allowances						
	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR	
Heating	a. Natural Gas	10	13	16	20	23	25
	b. Bottle Gas	29	37	44	56	66	71
	c. Electric PGE	17	19	25	28	33	38
	d. Electric	0	0	0	0	0	0
	e. Fuel Oil	0	0	0	0	0	0
Cooking	a. Natural Gas	3	3	3	3	4	4
	b. Bottle Gas	7	8	8	9	10	11
	c. Electric PGE	10	11	13	14	16	17
	d. Electric	0	0	0	0	0	0
Other Electric	25	33	39	47	56	66	
Air Conditioning	Refrigerated Air	8	10	13	15	17	20
	Evap Cooling	1	2	2	2	3	3
Water Heating	a. Natural Gas	11	11	13	16	19	21
	b. Bottle Gas	18	18	25	34	42	49
	c. Electric PGE	17	18	24	33	41	47
	d. Electric	0	0	0	0	0	0
Water	In-City	29	29	29	29	29	29
	Out-City	57	57	57	57	57	57
Sewer	In-City	26	26	26	26	26	26
	Out-City	56	56	56	56	56	56
Trash Collector	In-City	27	27	27	27	27	27
Trash Collector	County	27	27	27	27	27	27
Range		6	6	6	6	6	6
Refrigerator		7	7	7	7	7	7
Other -specify Customer Charge	a. Electric PGE	5	5	5	5	5	5
	b. Electric	0	0	0	0	0	0
	c. Natural Gas	3	3	3	3	3	3
Actual Family Allowances - To be used by the family to compute allowance. Complete below for the actual unit rented.				Utility or Service	per month cost		
Name of Family				Heating			
				Cooking			
Address of Unit				Other Electric			
				Air Conditioning			
Number of Bedrooms				Water Heating			
				Water			
				Sewer			
				Trash Collection			
				Range/Microwave			
				Refrigerator			
				Other			
				Total			

form HUD-52667 (12/97)
ref Handbook 7420.8

Utility Allowance Estimates for Tax Credit Properties



Prepared For

The Housing Authority of
the County of Butte
Chico, California

June 2019

Management Resource Group, Inc.

2402 Mount Vernon Road, Suite 200 / Atlanta, Georgia 30338

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**HOUSING AUTHORITY OF THE COUNTY OF BUTTE
CHICO, CALIFORNIA
UTILITY ALLOWANCE ESTIMATES FOR THE TAX CREDIT
PROPERTIES
FY 2019 - 2020**

1200 Park Avenue			
	Electricity	Natural Gas	Total
1 Bedroom	38.00	19.00	\$ 57.00
2 Bedroom Middle	43.00	24.00	\$ 67.00
2 Bedroom End	48.00	27.00	\$ 75.00

Chico Commons			
	Electricity	Natural Gas	Total
1 Bedroom	36.00	13.00	\$ 49.00
2 Bedroom	43.00	15.00	\$ 58.00
3 Bedroom	49.00	17.00	\$ 66.00

Walker Commons			
	Electricity	Natural Gas	Total
1 Bedroom	42.00	27.00	\$ 69.00

**HOUSING AUTHORITY OF THE COUNTY OF BUTTE
CHICO, CALIFORNIA
UTILITY ALLOWANCE ESTIMATES FOR THE TAX CREDIT
PROPERTIES
FY 2019 - 2020**

Gridley Springs			
	Electricity	Natural Gas	Total
1 Bedroom	61.00	21.00	\$ 82.00
2 Bedroom	68.00	26.00	\$ 94.00
3 Bedroom	76.00	30.00	\$ 106.00

Harvest Park Apartments			
	Electricity	Natural Gas	Total
1 Bedroom	43.00	14.00	\$ 57.00
2 Bedroom	51.00	17.00	\$ 68.00
3 Bedroom	58.00	20.00	\$ 78.00
4 Bedroom	66.00	24.00	\$ 90.00

**Utility Allowance Estimates
For
Gridley Farm Labor Housing**



**Prepared for the
Housing Authority of
the County of Butte
Chico, California**

June 2019

Management Resource Group, Inc.

2402 Mount Vernon Road, Suite 200 / Atlanta, Georgia 30338

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**HOUSING AUTHORITY OF THE COUNTY OF BUTTE
CHICO, CALIFORNIA**

**UTILITY ALLOWANCE ESTIMATES FOR THE
GRIDLEY FARM LABOR DEVELOPMENT**

FY 2019-2020

Gridley Farm Labor Housing - - Rehabbed Units			
	Electricity	Natural Gas	Total
1 Bedroom	60.00	22.00	\$ 82.00
2 Bedroom	65.00	26.00	\$ 91.00
3 Bedroom	90.00	39.00	\$ 129.00
4 Bedroom	107.00	40.00	\$ 147.00

**HOUSING AUTHORITY OF THE COUNTY OF BUTTE
CHICO, CALIFORNIA**

**UTILITY ALLOWANCE ESTIMATES FOR THE
GRIDLEY FARM LABOR DEVELOPMENT**

FY 2019-2020

Gridley Farm Labor Housing - - Older Units			
	Electricity	Natural Gas	Total
2 Bedroom CB	47.00	56.00	\$ 103.00
2 Bedroom Wood	46.00	46.00	\$ 92.00
3 Bedroom CB	51.00	63.00	\$ 114.00
3 Bedroom Wood	51.00	58.00	\$ 109.00

MEMO

Date: August 9, 2019

To: HACB Board of Commissioners
Butte County Affordable Housing Development Board of Directors
Banyard Management Board of Directors

From: Larry Guanzon, Deputy Executive Director
Ed Mayer, Executive Director

Subject: Property Insurance – Recommended Insurance Valuations

In the wake of the Camp Fire Disaster, and the current construction cost environment we have seen costs to rebuild increase substantially. We have surveyed local insurance brokers and communicated with our insured HARRP. The insured values must be adjusted to keep up with increased replacement costs. Properties are currently insured at an average valuation from \$120 - \$135/sq. ft.

The recommendation is to insure our cinderblock units in Public Housing and Farm Labor Housing at **\$150/Sq. Ft.** Our Public Housing units that are “stick” townhouse configuration, senior multi-family single level, Multi-Family Bond properties, as well as our Tax Credit properties we recommend we insure at **\$175/Sq. Ft.**

As an example, a Public Housing cinderblock duplex unit is approximately 1500 - 1900 sq. ft. The replacement cost derived would be $1500 \times \$150 = \$225,000$ and as high as $1900 \times \$150 = \$285,000$. A Chico Public Housing townhouse unit is approximately 2238 sq. ft. @ \$175 = \$391,650.00 in insured replacement cost should this townhouse need to be replaced due to a total loss from a fire. At our current \$120 a sq. ft. this same unit would only be insured in replacement cost at \$268,560.00 or a difference of \$123,090.00.

Recommendations:

*HACB - HUD Public Housing and USDA Concrete Block and other Units - \$150/sq.ft.
- HUD Public Housing, Bond and Other Stick Frame Units - \$175/sq.ft.*

BCAHDC - LIHTC and Other properties - \$175/square foot

Banyard - Chico Commons Apartments - \$175/square foot



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HOUSING AUTHORITY of the County of Butte

August 6, 2019

Update to Camp Fire Disaster, Butte County, CA

Below is summary data for our Section 8 HCV program. Of the 318 Section 8 Housing Choice Voucher households displaced by the Camp Fire:

	08/05/2019	07/30/2019
Successes –	167	160
• Repopulated:	29	29
• Housed in new unit:	63	63
• Port Out:	75 (50 billed / 25 absorbed)	68 (49 billed / 19 absorbed)
Left Program –	125	82
• Deceased:	08 (3 Camp Fire, 5 post CF)	8 (3 Camp Fire, 5 post CF)
• Voluntary exit:	11	11
• Expired vouchers	90	51
• Expired ports	16	12
Still searching -	26	76
• HACB Jurisdiction:	17	59
• Port:	09	17
Total:	318 households	318 households

Vouchers for fifty (50) of the seventy-six (76) who were still searching expired on July 29th. The seventeen (17) remaining households are searching locally – they include those who have submitted an RTA and are either in process or have received extra time for tolling. We have not received updates from the receiving housing authorities for the nine (9) ports that are still searching; it could take up to three (3) months before knowing if the voucher has been utilized or has expired.

Since the Camp Fire, the HUD-VASH program, with (38) vouchers available, saw (22) referrals from VA. This resulted in (16) vouchers issued, (4) lease-ups, (1) pending lease-up, and (5) households determined ineligible. This is an increase from last week of one (1) referral, and one (1) new voucher issued. Post-disaster work with the VA has strengthened. Starting this week, VA staff will rotate in joining weekly program meetings between the HACB and Reed Smith, VA Administrator. The VA continues work with its non-profit associate, VRC, to streamline and coordinate support efforts in support of FEMA-served veterans.

The HACB seeks to re-build its Section 8 HCV program: the HUD 2-Year Tool points to recovery objectives being achieved by the end of CY2020 (97% expenditure rate / 95% utilization rate). Post Disaster, the HACB has seen its Budget Utilization Rate increase from 77% to 87%, and its Voucher Utilization increase from less than 80% to 84%. Three (3) program waivers have been requested of HUD, including temporary exemptions from SEMAP scoring and baseline funding methodology, as well as exemption from administration of incoming ports.

The HACB is implementing a PBV program, to help increase local housing opportunity. Also, the HACB is working to develop multi-family and small home responses to the Disaster.

Respectfully submitted,

Tamra C. Young, Administrative Operations Director

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HOUSING AUTHORITY of the County of Butte

July 19, 2019

Assemblyman James Gallagher
2060 Talbert Drive, Suite 110
Chico, CA 95928

Subject: City of Chico Infrastructure Funding

Dear Assemblyman Gallagher:

The Housing Authority of the County of Butte (HACB) supports your efforts to secure \$15 million in infrastructure funding for the City of Chico. The Board of Commissioners met yesterday and moved unanimously and enthusiastically to support the proposed application for State funding. The HACB supports this initiative for the following reasons:

Significantly, the funding is targeted to infrastructure that will facilitate the development of severely needed housing in the community. Monies will widen Bruce Road to four lanes, including widening of the Bruce Road Bridge over Little Chico Creek. These improvements will provide for and trigger the development of 350 single family homes and from 150-200 affordable housing units.

The availability of housing may be the most significant issue confronting our area in the wake of the Camp Fire Disaster, much less the City of Chico, in which 14,000 households lost their homes. The community currently suffers from a "hyper-impacted" housing market, a function of the Disaster – there is simply no housing availability in the area. With community vacancy rates effectively zero prior to the Disaster, housing opportunity remains a primary concern for community well-being.

It is refreshing to see a community infrastructure initiative being advanced that does *not* place the cost of improvements on the shoulders of developers attempting to serve housing needs. Local impact fees have become a significant obstacle to housing feasibility, ultimately raising costs to the consumers dwelling in the new units, costs that are not shared by the rest of the community. This is a problem with the State's tax structure, that communities are compelled to assign community infrastructure development and maintenance costs to new development.

Thank you for your work on behalf of our community and jurisdiction.

Very truly yours,

A handwritten signature in black ink, appearing to read 'Ed Mayer'.

Edward S. Mayer
Executive Director
(530) 895-4474 x 215
edm@butte-housing.com



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